

GC Corporation was founded in 1921 in Japan and has developed itself into one of the most prominent companies in the development, production and distribution of a very wide range of dental products. Since 1972 GC Europe NV, our European Headquarter is located at the Researchpark Haasrode in Leuven. GC Europe NV supports and leads our different sales offices and dealers. Our warehouse spreads our products to Europe and the Middle East. Next to this we produce some leading products for dental technicians. For our Head office in Leuven, we are looking for a



## Purchasing Officer

### Goal of the function

The buyer will support Indirect Purchasing activities both domestically, and internationally, by obtaining and reviewing quotes, negotiating with suppliers, generating purchase orders, and monitoring open orders and vendor performance. This position will be a key contributor to indirect sourcing initiatives and category purchasing strategies that support the operational needs of the business. In its role, the buyer will report to the purchasing & planning manager of GC Europe.

### Main responsibilities

- Lead contract negotiation with suppliers for goods and services
- Identify and execute saving opportunities while improving service level
- Perform some or all of the required functions from initiation of intent to purchase to satisfactory delivery of material or service, and addressing applicable invoice review/approvals, as they arise (via SAP)
- Liaise between purchasing department and other departments, to get buy-in for chosen project approach
- Process orders, handle routine interactions with customers/suppliers and provide a service that is customer friendly
- Provide at a minimum monthly updates on status of the respective projects and main initiatives
- Lead supplier relationship management and continuous improvement initiatives for key and strategic suppliers and hold regular business reviews to assure timely implementation
- Provide market trends and perform benchmarking studies
- Support the procurement organization in the further optimization and implementation of a world-class purchasing department
- Other duties as assigned

### Requirments

- SAP and ERP experience preferred
- Strong negotiation and analytical skills required
- Proven purchasing/sourcing experience in indirect categories
- Ability to leverage interpersonal skills to establish rapport and develop relationships with internal customers and colleagues, and external suppliers
- Strong project management skills, and ability to effectively manage multiple tasks simultaneously
- Good communication skills in Dutch and English is required (French is a plus)
- Knowledge of medical device sector is a plus
- Proficient in MS office (excel, word, powerpoint, ...)
- Knowledge of Lean, Kaizen is a plus

### We offer

- A challenging job in a growing international company
- Flexible hours and competitive salary including benefits

### Interested?

Don't hesitate to send your CV and motivational letter to [hr@gceurope.com](mailto:hr@gceurope.com).

In case of questions, please contact our HR department through 016 74 13 18 or [hr@gceurope.com](mailto:hr@gceurope.com)

