



BUYER

DUTIES

- The Buyer ensures the satisfactory completion of purchases for a category or products and/or a company sector.

- **Main activities:**
 - Define and establish the purchasing strategy for the product category.
 - Monitor supplier markets (companies, products, prices, etc.).
 - Manage or co-manage purchasing optimization projects.
 - Provide total coverage of purchasing needs in a specific sector, starting with the first expression of need through to finalization of the contracts:
 - Analyze purchasing requests issued by the departments;
 - Participate in the preparation of specifications with the departments using the products;
 - Screen suppliers and organize meetings with them;
 - Define the required quality standards together with the departments using the products;
 - Ensure the quality of the products/services purchased;
 - Negotiate the purchasing conditions and definition of services or products.
 - Participate in the formalization of the contracts / define and control specifications, ensuring the binding nature and legality of their clauses.
 - Assess the performance of all contractual provisions.
 - Design, implement and optimize the purchasing applications and processes (as part of cost and budget control/optimization).