

## VACANCY

CCC Group is an internationally ranked general contractor providing a broad scope of construction, maintenance and fabrication services to various industrial markets throughout the U.S. and in select foreign regions like the Caribbean. We are dedicated to performing work to the highest standards coupled with striving to exceed our clients' expectations to deliver solutions based on our expertise backed by superior safety and quality principles. Through our regional office in Suriname we successfully carry out several construction projects for the local and regional market with the highest management, quality and safety standards. To strengthen our Project Executive Organization, we are currently looking for a suitable candidate for the following position:

### PROCUREMENT MANAGER

#### **Job Summary:**

The Procurement Manager will be a supply chain and logistics expert who will specialize in implementing cost-effective purchases of all goods and services, as required by the company.

#### **Typical Duties:**

- Obtains quotes from vendors and achieve cost savings through bidding, and negotiations.
- Creates, reviews, and evaluates vendors Bids.
- Manages all communication with vendors, resolve issues in a timely manner and sustain networking relationships.
- Coordinates buyers' tasks and priorities.
- Supports the Operational Executive in the strategic sourcing activities.
- Develop long-term continuous improvement supply management agreements with suppliers
- Updates pricing from suppliers and resolves escalated price errors or payment issues.
- Performing risk assessments on potential contracts and agreements.
- Controlling the procurement budget and promoting a culture of long-term saving on procurement costs.

#### **Required/Desirable Knowledge, Skills, and Competencies:**

- Bachelor's degree in Engineering, Business Administration, Supply Chain Management, Logistics or any equivalent combination of education and experience.
- Minimum of three years Procurement experience.
- Minimum of three years Contract Management experience.
- Intermediate MS Office Excel, Power Point and Word skills
- Basic Power BI skills.
- Advanced negotiation skills.
- Strong analytical and quantitative judgement skills.
- Ability to deal with ambiguity.
- Ability to objectively interpret and analyze data.
- Exposure and experience in creation, negotiation, and administration of contracts.
- Ability to maintain confidentiality of all data.
- Effective written and verbal communication skills.
- Ability to function in a fast-paced environment.
- Should possess good interpersonal and communicative skills.

#### **CORPORATE HEADQUARTERS**

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San Antonio, TX 78219  
PO Box 200350 | Zip 78220  
210-661-4251 | [cccgroupinc.com](http://cccgroupinc.com)

#### **CCC GROUP SURINAME**

Weg Naar Afobaka No 23-27  
Para, Suriname  
PO Box 1243  
Paramaribo, Suriname  
+597-323400

**Preferred Qualifications:**

- Supply Chain and/or Logistics experience is preferred.
- COINS experience is preferred.

**Company Compensation:**

- Attractive salary and benefits compatible to the local market.
- Opportunity for career growth and development.

Send your cover letter and resume to: [CCCHRSuriname@cccgroupinc.com](mailto:CCCHRSuriname@cccgroupinc.com) or to P.O. Box 1243 Paramaribo, Suriname. Call for info to: (+597) 323400 ext. 2857.