

Vacancy

Purchases and contracts represent almost half of the ILL's annual budget. You will therefore hold a key position within the Administration Division's Purchasing Service. Working in a specific purchasing sector, you will develop and promote the ILL's purchasing policy, which is aimed at obtaining a fair return on investment (known as "juste retour") for the Institute's funding countries.

Experienced buyer

Yours Tasks

- Analysing needs in close consultation with in-house users/purchase requesters (scientists, engineers, project leaders, etc.)
- Taking part in the project meetings in liaison with all those concerned
- Sourcing suppliers and keeping up to date with commercial and technological developments
- Issuing and following up invitations to tender
- Negotiating prices based on a total cost approach (price, quality, terms of payment, delivery schedule, transport, etc.)
- Preparing the documentation for the submission of planned purchases to the Institute's various approval committees
- Following-up orders together with in-house users and monitoring supplier relations
- Selection, evaluation, qualification of suppliers
- Managing orders in the ERP system.

Concerning the strategic suppliers in your purchasing sector, you will:

- Proactively propose alternative solutions
- Set up framework agreements
- Take charge of contract renegotiations
- Establish partnerships
- Set up specific reporting procedures.

Finally, as the Purchasing Service representative within different inter-service groups, you will be looking to improve the processes of the Institute through the proposals you make and your level of involvement

Qualifications / Experience:

You have a Master's degree or equivalent qualification in a purchasing-related area (e.g. purchasing and supply, business and administration) and at least 7 years' experience working as an experienced buyer in an industrial and/or research environment, ideally with an international dimension, involving international procurement contracts.

You are proficient in the use of ERP tools and have a keen interest in all relevant professional software. You possess sound judgment and analytical and deductive skills, you are responsive, able to manage priorities and have solid negotiating skills. You are a strong team player with integrity and a meticulous approach to your work

We offer:

- **Quality of life** A hub for research and technology, the city of Grenoble is ideally located in the heart of the French Alps (just 3 hours from Paris/Provence by train, 1 hour from Lyon international airport and 1 ½ hours from Geneva). It is important for us that our staff achieve a healthy work-life balance. We therefore offer home working (under certain conditions), generous annual paid leave entitlement and a host of other benefits that you will discover when you arrive!
- **Prospects** - We guarantee you a secure **permanent position** in a multicultural scientific environment.
- **Benefits** - We offer generous social benefits (expatriation allowance, excellent health cover), moving and relocation assistance (under certain conditions) and an annual productivity bonus. We also offer language courses for you and your partner and subsidies for the use of public transport and the staff canteen, as well as for holidays and a variety of cultural and sports activities.

How to apply:

Please submit your application on line no later **21/08/2022**, via our website :

www.ill.eu/careers

(vacancy reference : 22/27).

Con copia de la candidatura a: eures.franciasuizabenelux@sepe.es

Indicando la referencia ILL 22/27

Ayudas a la movilidad EURES

