

Buyer Asia (40hrs) for our Amsterdam office

We are looking for an experienced, ambitious and motivated buyer for our procurement team in Amsterdam.

Who are we?

XLCONCEPT (xlconcept.eu) is one of Europe's most creative, reliable and relevant in-store activation companies. We are experienced in designing, engineering, producing and delivering unique giveaways, premiums and other promotional POS materials and loyalty programmes. We help brands to make a lasting impact.

We work with approximately 50 people at our headquarters in Amsterdam. We have a down to earth organisational structure and offer a dynamic and professional working environment.

Who are we looking for?

We are looking for talent who could either be a Purchasing Coordinator or Buyer to work alongside our experienced Procurement team on a range of blue chip clients.

The Buyer functions as the liaison between our in-house sales team, design, third-party vendors and suppliers to facilitate the process of special orders or quotes. You will work as a member of our procurement team to ensure the efficient execution of premium sourcing, quotation, purchasing and following up with all levels of customer accounts.

Your main responsibilities will be:

- Managing the sourcing and quotation process and conducting pricing analyses (Asia and Europe).
- Interacting with our sales and design teams to come up with new product ideas and clarify product specifications (i.e. quantities, delivery requirements, etc.).
- Defining quality requirements together with the client and our sales team.
- Negotiating contract business terms and conditions with (potential) suppliers.
- Full coordination from PO through quality audits and delivery at our forwarder.
- Assuring that all orders are completed by the expected deadline, by monitoring workload and assessing needs in advance.
- Managing a core supplier base whilst bringing on new supply routes.

The Profile:

- Team player, with personality, empathy and the drive to succeed, with exceptional organisational skills and excellent attention to detail, which is crucial for this role.
- Degree in business or related field.
- Able to write and speak proficient English and Dutch. Mandarin is an advantage.
- Minimum of 4 years of experience as a buyer in the premium industry in Europe and Asia.
- Experienced in writing detailed product specifications and purchase orders.

- The ability to develop premium products, and able to adopt and buy a broad range of products for our clients. In-depth knowledge of premium products and social compliance is an advantage.
- Adaptable and flexible with a desire to evolve and grow within XLCONCEPT for the long term.
- Able to work under pressure and with deadlines.

Interested?

Please send your resume and motivational letter to career@xlconcept.eu.