

Sr Executive Sourcing & Procurement - JD (DJD202506)	
Roles	Developing and executing a strategic procurement plan for all electronic components and related materials.
Responsibilities	Strategic Sourcing & Procurement: > Develop and implement strategic sourcing plans for critical electronic components. > Identify and qualify new suppliers and manufacturers to build a resilient and diverse supply base. > Lead the entire procurement cycle, from needs analysis and RFQ/RFP processes to purchase order placement and delivery tracking.
	Supplier & Vendor Management: > Manage and strengthen relationships with key suppliers, contract manufacturers, and partners to ensure high performance, quality, and on-time delivery. > Conduct regular supplier performance reviews and audits to ensure compliance with quality standards, ethical guidelines, and contractual obligations. > Negotiate favourable contracts, terms, and pricing to optimize cost and secure long-term supply.
	Cost & Risk Management: > Actively manage supply chain risks related to component obsolescence, geopolitical events, single-source dependency, and unexpected market volatility. > Drive continuous improvement initiatives and value engineering projects in collaboration with engineering and design teams to reduce product costs without compromising quality. > Maintain accurate records of procurement activities, costs, and supplier performance metrics
	Cross-Functional Collaboration: > Work closely with Engineering and Research & Development teams to understand new product requirements and provide early-stage supplier engagement and component selection. > Collaborate with Production and Quality Assurance to resolve supply issues, quality deviations, and material shortages in a timely and effective manner. > Provide clear and concise reports on procurement activities, market conditions, and strategic initiatives to senior management.
Category	Description
Qualifications	Btech/BE in Electronics/Electrical
Experience	5-7years of progressive experience in Electronics Sourcing & Procurement
Technical & Process Capabilities	Electronics Component Expertise: In-depth knowledge of electronic components, their technical specifications, and the global market dynamics that affect their pricing and availability. ERP/Procurement Software Proficiency: Expertise in using ERP systems and other tools to manage data, and generate reports. Data Analysis: The ability to analyse procurement data to identify trends, measure key performance indicators (KPIs), and find opportunities for cost savings and efficiency improvements. Contract Management: Experience in drafting, negotiating, and managing contracts with suppliers, including terms, conditions, and service-level agreements (SLAs).
Behavioural Capabilities	Team player with good communication skills. The person should have proven track record of credentials ethics, Integrity & Transparency and comply to the core values of the company
	Should have internal and external orientation to cut across the horizontal work through Cross Functional Teams.
	Should be able to collaborate with other team members with active participation.
	Passionate and able to face the critical challenges of dynamic change in the requirements of internal and external customers. Should have both strategic and analytic mindset.
Values	Accountable & Responsible, Ethics & Integrity, Knowledge, Collaboration, Caring, Agility, Empowerment with Accountability and Sustainability
Preferred Experience, Knowledge & Attributes	
Compensation	To be filled by HR