

Autoneum is globally leading in acoustic and thermal management for vehicles. The Company develops and produces multifunctional, lightweight components and systems for interior floor and engine bay as well as the underbody. Customers include almost all automobile manufacturers in Europe, North & South America, Asia and Africa. Autoneum operates 67 production facilities and employs around 16100 people in 24 countries. The Company with its headquarters in Winterthur, Switzerland, is listed on the SIX Swiss Exchange (ticker symbol AUTN).

Currently we are looking for:

Project Buyer

Poland – Katowice – 100%

Responsibilities:

Responsibility for all purchasing activities for direct material (raw materials, semi-finished, parts, trade, subcontracting and sub-supplier tooling) from pre-RFQ until the successful launch of serial production. Nomination of suppliers for direct materials during Program Development Phase needed for serial production.

Main tasks:

- Attend the Project meetings, when purchasing arguments are in agenda, collecting Project needs.
- Perform all procurement & buying activities to achieve integral project objectives.
- Act as the interface between the Project Teams and the Purchasing team
- Perform RFQs according Autoneum lead buying strategies. Leading and managing negotiations and contracts.
- Negotiate with suppliers regarding best terms, delivery, quality specifications, and lowest overall cost.
- Review drawing packages and obtain quotations from for prototype.
- Ensuring all Project items are available, fully specified and quoted in Purchasing Portal
- Global sourcing in accordance with OEM sourcing strategies
- Passing OEM requirements to suppliers and secure capacity at suppliers
- Ensure supplier performance during the project phase.

Required experience and skills:

- Previous experience in purchasing in a global organization in the automotive or manufacturing industry.
- Relevant business/commercial or manufacturing/engineering degree preferred - Technical understanding.
- Strong negotiator and proven project management skills dealing with complex projects.
- Oral and written communication in English (daily). German and/or French are a plus.
- Technical understanding on Autoneum products
- Able to build and maintain effective and productive relationships with internal stakeholders and suppliers.
- Good communication, interpersonal and influencing skills and target oriented.
- Analytical, numerically astute with strong pragmatic problem-solving abilities.
- Able to manage time effectively, prioritize tasks and achieve set targets.
- Able to work well under pressure and handle emergency and stressful situations.
- Keen attention to detail and accuracy
- Mobility in EU and outside (short missions).



- Managing the Project procurement plan (budget & sourcing deadlines)
- Purchase goods, materials, components, or parts in line with specified cost, quality, and delivery targets
- Monitor and advise on any issues which present risk or opportunity to the organization.
- Ensure that a professional and consistent approach is taken in relation to all supplier relationships.
- Ensure compliance to company guidelines, purchasing policies and procedures during the awarding process.
- Change management during development phase and during serial life.

Main tools:

- SAP, SRM, Purchasing Portal (Jaggaer), PLM, Teams, GPRS, MS Office, MS Outlook

We offer

- Possibility to grow in international environment
- Private healthcare - possibility of joining on preferential terms for you and option to extend to your family/partner
- Group insurance - possibility of joining on preferential terms
- Social Fund benefits
- Flexible working hours (we start between 7 and 9 am)
- Co-funded meals in our canteen
- Ability to use foreign languages on a daily basis
- Trainings and development opportunities
- Hybrid work (40% of HO)

Please send application in English.

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