
Procurement Specialist

Position: Procurement Specialist
Location: M1 Corridor, Greenore, Co. Louth

About XOCEAN

XOCEAN is an ocean data company – we collect data for clients ranging from mapping the seabed to monitoring the environment. However, we do this differently, instead of using conventional crewed survey ships, we have developed a marine robotic system known as an Uncrewed Surface Vessel (USV).

Overview

Support the business in procurement and inventory management of USV components and general consumables.

Main Duties & Responsibilities

Responsibilities will include:

- Overall end to end ownership of procurement including supplier selection and supplier management.
- Setting up accounts with selected suppliers & managing invoices.
- Implementation of new inventory management system.
- Manage Customs and importation/ exportation of goods.
- Manage inventory budget and stocktakes.
- Support other company functions (e.g. Maintenance, IT) in their procurement requirements.
- Day to day management of workshop stock of components for spares and future USV builds.
- Day to day management of workshop consumables.
- Ownership of stock levels in site kits across the fleet.
- Receipt and inspection of incoming goods.

Requirements: Essential Skills / Attributes and Experience

- 2 years previous experience in a similar role.
- Excellent organisational skills.
- Previous experience in procurement.
- Inventory/ stock management experience.
- Proficiency in Microsoft Office (namely Excel).

Desirable Experience

- Inventory Management/ ERP Systems.

Apply

- Applicants must demonstrate how they meet the essential criteria. Desirable criteria may be used for further shortlisting.
- We thank all candidates for their interest, however due to very high volumes, only those who are selected for further consideration, will be contacted directly.
- To be eligible for this position you must have a valid working visa / permit to work in Ireland (Greenore, Co.Louth).
- Closing date for applications is 12th May 2021.
- Please apply online and follow the instructions or submit your CV to careers@xocean.com.