Flipkart Jobs 2023 – Jobs Near Me – Purchasing Staff Post

Hiring organization
Flipkart

Job Location
Bengalitola, 221001, Varanasi, Uttar Pradesh, India

Date posted
June 21, 2023

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Valid through
30.09.2025

Base Salary
Rs. 9,000 - Rs. 12,000

APPLY NOW

Qualifications
10th, 12th, Graduate

Employment Type
Full-time

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Description

Flipkart Recruitment 2023

Purchasing Staff

Job Description

Flipkart is looking for a Purchasing Staff to join our team in Bengalitola, Uttar Pradesh. The ideal candidate will be a highly organized and detail-oriented individual with strong analytical and problem-solving skills. The Purchasing Staff will be responsible for supporting the company's purchasing team by performing a variety of tasks, including:

- Researching and sourcing new suppliers.
- Negotiating contracts and prices.
- Tracking inventory levels.
- Managing supplier relations.

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Responsibilities

- Research and source new suppliers.
- Negotiate contracts and prices.

- Track inventory levels.
- Manage supplier relations.
- Other duties as assigned.

Skills

- Strong analytical and problem-solving skills.
- Proficient in Microsoft Excel and other spreadsheet software.
- Excellent communication and interpersonal skills.
- Ability to work independently and as part of a team.

Qualifications

- Bachelor's degree in business administration, supply chain management, or a related field.
- 1-2 years of experience in purchasing or a related field.
- Strong analytical and problem-solving skills.
- Proficient in Microsoft Excel and other spreadsheet software.

Important Links

Find the Link in [Apply Now](#) Button

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