

Sourcing Co-ordinator

TR Fastenings specialise in distributing and manufacturing standard and specialist industrial fasteners. Through our global operations, TR employ over 1,300 highly skilled and experienced people. Every colleague around the world is a valued member of the TR team who on a daily basis work together to deliver a high-quality service for all our customers.

We are looking to recruit a Sourcing Co-ordinator to join our established team throughout Europe. The role can be based at any one of our UK locations. Hybrid working will be offered.

Disciplines will cover the sourcing, benchmarking, supplier negotiation and identification of potential suppliers against the requirements set out by our customer. To satisfy these functions, you will need to have experience of the fastener industry and the market it trades within. The role will appeal to anybody who has enthusiasm for this industry and an eagerness to develop and progress within a global company.

The Role

The role will be to operate as part of the Sourcing Team, ensuring all components are sourced competitively, effectively, and efficiently. Communicating with team members as necessary to enable set targets can be achieved.

Key tasks include:

- Working with the Sourcing team to ensure that all processes are adhered to and all targets are achieved
- Sourcing engineering fasteners to international standards and customer drawings
- Transferring key data from supplier quotations to the TR enquiry portal accurately
- Ensuring all data received from the supplier translates and agrees with the customer's requirements
- Ensuring appropriate sourcing and supplier selection
- Communicating with the sales departments to ensure all information is understood
- Managing supplier relationships to ensure optimum costs for the component and all other equipment that relate to this part
- Conduct benchmarking analysis to identify continuous cost & process improvements

The Candidate

The successful candidate needs to have excellent communication skills both written and verbally, together with a good telephone manner, strong negotiation skills and the ability to work alongside all stakeholders at any level of the business. They will have experience and knowledge of the Global fastener market. Being a good all-round team player or on your own initiative is a must as is the ability to work to deadlines.

The ability to demonstrate drive and the willingness to learn from a well-established business is essential along with strong and capable analysing skills.

Experience in the use of Microsoft Word, Excel and Outlook and have a good standard of numeracy and literacy is required for this role.

To Apply

If you are interested in applying, please contact Katia Sparks, Group HR Advisor on 01825 747324 ext. 4324 or email your CV to Careers@trifast.com.

