

# Procurement Specialist IT

## Vertrouwelijk

### Key responsibilities

- As ICT Procurement Specialist, you will be responsible for ICT procurement (hardware, software, outsourced services, professional services, etc.) and its management within organisation
- You will be part of team of procurement professionals and you will report directly to Procurement Coordinator
- Your main responsibilities will include management of procurement process from defining operational requirements to negotiating and awarding contracts to suppliers in framework of public and non-public procurement
- You will support internal customers in their procurement processes and help them to define best procurement strategy for their needs
- You will manage supplier relationships, not only to meet quality standards, delivery times and general terms and conditions, but also to ensure that contracts signed, always meet company's needs
- You will monitor market in order to improve referencing of suppliers
- You will analyse expenditure and suggest optimisations within your procurement portfolio

### Profile

English is a must; Dutch and/or French is preferable, German is an advantage

### Our offer

- Interesting permanent position in a stable, multilingual and international environment
- Continuous learning opportunities to develop your talents
- Attractive salary supplemented by a number of fringe benefits (meal vouchers, group- and hospitalisation insurance, extralegal pension, homeworking, flex reward etc.)
- Their Belgian offices are located in the center of Brussels and easily accessible by public transport

### Apply?

Please send your application and/or CV to Annemie Schuermans: [annemie.schuermans@progressio.be](mailto:annemie.schuermans@progressio.be)  
(+32 471 42 63 23)