



澳娛綜合度假股份有限公司

SJM RESORTS, S.A.

Department: Supply Chain (IT System, Project & Logistic Operations)

Position Title: Senior Manager - Project Procurement

Job Description:

- Manage and direct all facets of construction project category management assigned to ensure the efficient and effective implementation of strategic category management for construction project reflecting leading procurement practice for the company.
- Working directly with internal stakeholders and customers to facilitate effective vendor and product selection, negotiation of agreements, and ongoing contract and vendor management support.
- Managing a team and promoting a culture of service excellence and a productive work environment, including but not limited to promoting and driving innovation and continuous improvement throughout the section and section programs, services, and initiatives.
- Manage the spend category management activities that includes but not limited to:
 - Assessing opportunities to develop procurement/sourcing strategies aimed at generating value and savings for all spending.
 - Developing annual cost savings programs aligned with the corporate strategies that will impact financial results and growth plans.
- Manage the data analytics activities that includes but not limited to:
 - Creating spend analysis reports from the existing data sources to identify and act on trends for all aspects of procurement.
 - Organising data into useable information and provide meaningful summaries of market insight/trends that can be shared with top management and team.
- Manage the supplier management activities that includes but not limited to:
 - Developing a network of suppliers and alternative suppliers to ensure that the company always has access to the materials it needs at competitive prices, ensure consistent delivery and value creation.
 - Implementing an effective supplier's products management program for all relevant suppliers including benchmarking, metrics and reviews.



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Job Requirement:

- Proven track record and leadership experience with a minimum of 5 years of senior Quantity Surveying and/or Commercial Management and/or Supply Chain leadership role:
- in progressively responsible management or leadership positions in both strategic and operational category management implementations for construction projects with a focus on development and execution of category strategy; and/or
- in the building and construction industry, including executive/management experience in world-class casino/resort project works, coupled with diversified experience in commercial/category management in addition to solid experience across project management within a commercial setting across the industry

Interested parties, please apply via:

- Email the detailed resume to careers@sjmresorts.com
- Hotline (853) 68827060 / 65288037

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Department: Supply Chain (IT System, Project & Logistic Operations)

Position Title: Supervisor - Supply Chain (IT System)

Job Description:

- This position is responsible for the purposes of purchase goods, materials and services to ensure that the company operational needs are met, taking into account price, quality and delivery and to ensure continuity of supply;
- Evaluate/Manage and handle the sourcing request, tender of hardware/software request related to IT, Security and Surveillance etc. from end to end;
- Review procurement items for categorization, coding, pricing and information accuracy in items database and request catalog;
- Provision of Historical Cost Analysis Report With Analysis, Price Comparison with evaluation & recommendation;
- Ensure continuous supply of required goods and materials and communicate any supply problems which may post a risk or impact on business operations;
- Monitor market trends, competitor strategies and market suppliers;
- Ensure compliance to company guidelines, purchasing policies and procedures guidance during supplier negotiations and contracts award process;
- Ensure that a professional and consistent approach is taken in relation to Supplier relationships;
- Manage existing vendor partnerships to ensure products and services are provided with competitive pricing and in a timely manner;
- Prepare and issue purchase orders in line with final negotiations with selected suppliers and in line with organizational targets and requirements;
- Undertake research on and evaluate existing and new Suppliers in Technology area;
- Performs other related duties as assigned and support ad-hoc reporting needs;



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Job Requirement:

- High School Diploma or Bachelor's Degree
- More than 3 years' experience in Procurement industry, preferable within Hospitality or Large Organization Experience in technology purchasing preferred;
- Ability to manage time effectively in a high paced dynamic environment and capable of prioritizing work load to meet scheduling demands and deadlines;
- Strong attention to details and with problem solving skills;
- Strong interpersonal, written and verbal communication skills, be able to understand and communicate complex topics with simplicity;
- Strong organizational skills with the ability to multi-task;
- Computer literate, proficient in Microsoft Office (Word, Excel, Outlook);
- Highly skilled at building and maintaining effective and productive relationships with key stakeholders and suppliers;
- Results orientated with ability to identify, analyze and recommend alternative solutions to successfully meet business priorities or streamline processes

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