



STOCK CONTROL / PURCHASING OFFICER POSITION OVERVIEW

TUFF Australia is renowned for the quality of its products which are sold across Australia and overseas. TUFF manufactures a range of premium 4x4 accessories including bullbars, utility trays and truck bodies. TUFF products are chosen by leading rental companies, agricultural enterprises, contractors, and government agencies due to their durability and performance in the most demanding conditions on earth. The TUFF family is over 100 strong and growing thanks to the support of our expanding client base.

The ideal candidate will be someone that has demonstrated experience in procurement, stock control and excellent customer service.

Your Duties Will Include:

- Create & receive purchase orders to replenish stock levels as required.
- Perform regular inventory audits and keep within the purchasing budget.
- Source suppliers based on Quality, Price, and Availability.
- Develop and drive continuous improvement procurement systems to reflect best practice/business excellence.

The Role Requirements:

- High attention to detail.
- Excellent customer service.
- Qualification in procurement and/or 2 years industry experience.
- High level computer skills.

You will be working in a great team environment but will be required to work autonomously to ensure that scheduled time-frames are met for the organisation. This position is offered on a full-time basis, on a Monday - Friday working week.

Applications:

Please submit a cover letter (addressing the Position Overview) as well as your resume.

For your opportunity to be part of a truly diverse, supportive organisation click the Apply button.

Recruitment closes Sunday 21 August 2022. If you have any questions regarding our position, please contact:

Sarah Wilkins - Group Purchasing Manager on **0456 975 175** or via email: sarah.wilkins@tuffgroup.com.au for further information.

You will be required to hold a working visa or be eligible to work in Australia.

