

Procurement Engineer - Beam International

Beam International (Offshore) was established in Lebanon in 2002 to undertake a diversity of activities overseas. The company's main activities include general trading, construction and building materials, engineering services, industrial equipment, supply chain management, and commercial representation.

Major: degree in Mechanical Engineering, Electrical Engineering, or any related field

Experience: 3-5 years of experience in a relevant field

Major Responsibilities:

- Review technical specifications/requirements of assigned RFQs and tenders
- Source and identify potential suppliers and select the best offer in terms of price, quality, delivery, terms, and conditions
- Ensure quotations are received prior to the assigned deadlines
- Conduct effective cost/estimation analysis and prepare final offers to be submitted to customers
- Negotiate with suppliers on discounts and commercial terms and conditions
- Prepare, issue, and follow up on purchase orders until receiving the purchase acknowledgment
- Coordinate on ongoing files with sales team when needed (or directly with clients where applicable), to understand client requirements
- Coordinate with the logistics departments on all shipment related matters and provide support when needed
- Manage and update data on ERP system accurately and timely

Additional Requirements:

- Experience in procurement/estimation is a plus
- Knowledge of the Oil & Gas Production is a plus

How to Apply:

Kindly send your CV or contact the Career Services Center, E-mail: career.services@balamand.edu.lb,
Ext. 7801; 7802