



TCI Europe N.V / TCI Deutschland GmbH is the European subsidiary of Tokyo Chemical Industry Co., Ltd., a leading manufacturer of laboratory chemicals in Japan. We can look back at more than 50 years of experience as a manufacturer of laboratory reagents and bulk chemicals. Currently we manufacture more than 28,000 different organic chemicals. Due to our growth and to strengthen our team we are looking for a

Supply Chain Coordinator

The supply chain coordinator is responsible for purchasing chemicals from the TCI group and sourcing from European suppliers. He / She manages the inventory in the TCI-E warehouse and tracking of purchase orders. In addition, the Supply Chain Coordinator prepares BULK offers for the sales department and coordinates them internally.

Your Tasks:

- Making restocking purchase orders according to TCI-E Logic
- Handling RFQ to European supplier for TCI Global stock
- Making Purchase Orders to European suppliers
- Monitor and co-ordinate deliveries of goods
- Follow-up on-time delivery
- Complaints handling (damages, specifications, shortage, etc.)
- Suppliers and exhibitions visit
- Analyse TCI's position in European market
- Negotiate price and lead time for BULK quotations and inform Sales department
- Create purchase BULK orders and follow-up the delivery schedule
- Maintain the system status for the discontinued items

Your Profile:

You have a Bachelor degree or equivalent through experience for Organic Chemistry and preferably have experience in supply chain or purchasing. We are expecting that you are able to communicate in **English and Dutch, French or German**. Additional knowledge of the **Japanese** language would be beneficial.

The following Competences should complete your profile

- SAP and MS Office Tools
- Communicative
- Committed
- Responsibility
- Accurate
- Disciplined
- Flexible
- Logical

This position is based in either in Antwerp (BE) or Eschborn (DE) Home office during Corona times is ensured.

Please send your application to: irene.knoche@tcichemicals.com