



Canon Business Machines (Philippines), Inc.

PURCHASING ASSISTANT

Qualifications:

- Candidate must possess Bachelor's/College Degree in Business Studies/Administration/Management or equivalent.
- Preferably with related experience in manufacturing industry.
- Knowledgeable in supplier selection, development of supplier and supplier management
- Delivery management (keep delivery date, pull in, additional) include import item.
- Fresh graduate are welcome to apply.
- Willing to work in FPIP Tanauan City, Batangas