

# Join Us At Modec



## About us

MODEC is an Oil & Gas Japanese Company that has been a leading provider of solutions to the floating offshore oil & gas market for more than 50 years. With a fleet of 19 units operated by the company and nearly 50 projects delivered worldwide, we have the mission to produce oil and gas steadily and safely, 24 hours a day, 365 days a year. Our presence in 15 countries and the integration of our teams around the world give MODEC the opportunity to develop and share a high level of skills. Come join us! #bemodec

## Job description

**Job Title:** Procurement and Contracts Analyst

**Department Name:** Supply Chain

**Location:** Georgetown, Guyana

**Full / Part Time:** Full-time

**Regular /Temporary:** Regular

## Responsibilities

- Ensuring the identification and sustainable resolution of gaps and inefficiencies in material acquisition and service contracting requests through close interaction with internal procurement clients.
- Expanding the coverage of framework agreements on the company's annual spend by continuously performing critical analyses of procurement demands, with the aim of bundling procurement volumes and developing more efficient supply alternatives.
- Developing effective strategies for accurately mapping and evaluating the supply market, with the goal of efficiently selecting suppliers for each procurement category under their responsibility.\
- Creating efficient contracting models for each procurement category under your responsibility, strongly considering inputs from requesters and internal stakeholders to minimize risks, optimize operational efficiency, and reduce costs.
- Creating consistent and assertive strategies to address the supply market.
- Engaging in commercial negotiations for material acquisition and service contracting, with the aim of promoting operational efficiency and achieving cost reductions for the company.

## Requirements

- Bachelor's degree in Business Administration, Economics, Engineering, or a similar field.
- Previous experience working with Lean Six Sigma and TCO.
- Strong negotiation skills are a competitive edge.
- Previous experience in the Oil & Gas sector or a similar industry is a competitive edge.
- Previous experience in handling large-scale procurement activities.
- Fluency in English.

Click on the following link [Procurement and Contracts Analyst at MODEC Guyana \(careers.hr\)](https://modec-gy.us.careers.hr) or visit our career portal at <https://modec-gy.us.careers.hr> to apply.