



JOB DESCRIPTION FORM

IDENTIFICATION			
Job Title:	Senior Prototype Purchaser		
Unique Job Code	CPL-PU001	Date	2-01-2022
Business Area	Procurement	Work Time	Full Time (Flexi)
Contract Type	Permanent	Location	Bengaluru (Bangalore)

PURPOSE			
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ROLE

The Senior Prototype Purchaser will be responsible for procurement of prototype parts required for pre-production vehicle and system builds. Prototype builds may be for either external client programs or internal Coexlion projects. Projects will be predominantly in the domain of electric motorcycles and scooters. The Senior Prototype Purchaser will be responsible for on time delivery within budget. They will be responsible for contributing cost and time estimates at the planning stage of programs.

The Senior Prototype Purchase will may also be required to support the engineering team in the negotiation procurement of indirect items and 3rd party services. Indirect items may include specialist software licences and workshop/office equipment. 3rd Party services may include test facilities hire, or outsourced component testing.

The Senior Purchaser will be invited to join CFT (cross functional team) design reviews and provide input on estimate production costing and cost reduction ideas.

The successful applicant will be expected to bring relevant experience of a similar technical purchasing role, preferably in the domain of 2 wheeled vehicles or EVs.

The Senior Purchaser will report to the Executive Director. Although initially the Senior Purchaser will not have direct reports, as a growing company there is potential opportunity for the Senior Purchaser to expand the procurement team and to plan for future growth.

In order to support the pre-production development activity on client projects, the Senior Purchaser may have to coordinate with the clients (or their nominated production vendors). Most vendors will be located in India; however, there may be an occasional requirement to dealing with overseas vendors.



KEY TASKS & ACCOUNTABILITIES

- Plan deliverables in terms of budget, and timeline.
- Manage prototype procurement activity
 - Potential Supplier Identification
 - RFQ process
 - Raising POs
 - Ensuring appropriate receipt of goods notification
- Escalate appropriately when there is a risk of deviation to Cost Time or Quality.
- Support the company for indirect purchasing requirements.
- Find new vendors both domestic and overseas, with a focus on quality.
- Contribute to production cost estimation and cost reduction initiatives.
- Where required support coordination with clients' production vendors with face-to-face contact.
- Contribute to development of sustainable business processes and documentation.
- Maintain accurate part inventories.
- Coordinate with vendors to arrange cost effective shipping of components.

REQUIREMENTS

KNOWLEDGE, SKILLS & EXPERIENCE

- Experienced purchaser / buyer, working for an automotive OEM or Tier 1 supplier.
- 6years plus of domain knowledge (Motorcycle or Passenger car)
- Experience of prototype purchasing is an advantage.
- Prior EV experience is an advantage.
- Knowledge of project management processes.
- Familiarity with international drafting standards.
- Familiarity with main cost drivers and Value Engineering opportunities for automotive components.

QUALIFICATIONS

- Either: Bachelor/Dual Degree/Mtech in an engineering discipline from a well-established college.
- Or: MBA

PERSONAL ATTRIBUTES

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The successful candidate will have a passion for technology, ideally EVs and 2 Wheelers. If you are an avid F1 fan and you read all the technical insights, or if you spend your time watching the latest engineering breakthroughs on the discovery channel, you are our kind of person, you can talk our language. We are looking for purchasers who want to be an integral part of the technical team not just an external supporting role. We are an engineering led company; we are looking for purchasers that want to get involved in the product development process.

As a start up we have a diverse and dynamic set of requirements, and we are looking for candidates who are willing to flex and contribute wherever required. In fact, we are looking for dynamic individuals that actively seek out how they can support the company in achieving the vision and grow sustainably.



VALUES

Coexlion delivers 'Excellence through collaboration.' The core values below inform how we think, behave, and deliver this engineering excellence. We are looking for candidates who naturally align themselves to these coordinates.

- **COLLABORATION**
We are a team. Our engineers are not judged on their individual contributions, but on the positive effect that they have on those around them.
- **COEXIST**
We Coexist with Nature; we believe in a future where the pursuit of technical advance is not at the expense of the environment. We strongly believe in the coexistence of humanity; we are a multi-cultural, global company. We welcome and respect everyone equally.
- **ACCOUNTABILITY & TRUST**
We stand for honesty and integrity. We trust our employees to take responsibility for their own conduct and deliverables. We show this through flexible working patterns and absence of "clocking in." In turn we expect self-motivated, punctual, and dedicated team members.
- **ACHIEVING**
We get things done. We don't sit in meetings, passing the buck, talking over the issues. We own the problems; we take action, and we get it done.
- **EXCELLENCE**
Our solutions are not quick fixes or short-term gains. We take the long-term view, and we do it right. We take pride in doing things well. We aim to be the best.
- **INNOVATION & EFFICIENCY**
Every decision we take we ask ourselves; Can it be better? Is there waste? How can we be more efficient? This drive for improvement fuels our innovation.

DISCLAIMER

A large part of Coexlion is client driven, therefore responsibilities and accountabilities may from time to time change to meet client requirements.

This job description may not detail some duties allocated to the post holder, nor cover duties of a similar nature, commensurate with the role, which may from time to time be required by the relevant manager.