

Procurement Engineer with HVAC background and 5+ years of relevant experience, with a Bachelor's degree in Mechanical Engineering or a related field:

**Job Title: Procurement Engineer (HVAC) for USA**

**Job Description:**

We are seeking an experienced Procurement Engineer with a background in HVAC systems to join our dynamic team. In this role, you will be responsible for sourcing, negotiating, and procuring high-quality HVAC equipment, components, and materials to support our ongoing projects and maintenance operations.

**Responsibilities:**

- Develop and maintain relationships with HVAC equipment manufacturers, suppliers, and vendors to secure the best possible pricing, delivery, and service terms.
- Collaborate with project managers, design engineers, and field technicians to accurately identify HVAC equipment and material requirements based on project specifications and maintenance needs.
- Prepare and issue RFQs, analyze bids, and negotiate contracts to ensure timely delivery of HVAC products and services at competitive prices.
- Manage the procurement process, including order placement, expediting, and follow-up to ensure on-time delivery and compliance with project schedules.
- Continuously research and evaluate new HVAC technologies, products, and market trends to identify opportunities for cost savings and operational improvements.
- Maintain detailed records and documentation of all procurement activities, including supplier performance, pricing, and delivery history.
- Assist in the development and implementation of procurement policies, procedures, and best practices to enhance the overall efficiency and effectiveness of the procurement function.

**Qualifications:**

- Bachelor's degree in Mechanical Engineering or a related field
- 5+ years of experience in HVAC procurement or a similar role within the construction, engineering, or facilities management industry
- Demonstrated expertise in HVAC systems, equipment, and components
- Strong negotiation and contract management skills
- Proficient in using procurement software, spreadsheets, and other relevant tools
- Excellent problem-solving, analytical, and decision-making abilities
- Effective communication and interpersonal skills to collaborate with cross-functional teams
- Knowledge of relevant industry standards, regulations, and best practices
- If you possess the required qualifications and are eager to contribute to the success of our HVAC procurement efforts, we encourage you to apply for this exciting opportunity.



**Work Environment:(Hybrid)**

- Onsite at Nust NSTP from 3:00 PM to 9:00 PM.
- Work from home flexibility after 9:00 PM.
- Friday complete work from home

**Benefits:**

- Competitive salary package
- Fuel card for commuting expenses.
- Eid Bonuses
- Bi-Annual Bonuses (performance based)
- Health card for medical benefits.
- Opportunities for career growth and professional development.
- Flexible remote work environment with international clients.

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