



DP WORLD

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Vacancy Technical Procurement Specialist

The Role

DP World Paramaribo is seeking a skilled Technical Procurement Specialist to join our Procurement Department. The role is responsible for sourcing and purchasing a wide range of technical equipment, parts, and services to support the Engineering and IT department. This includes managing supplier relationships, negotiating contracts, and ensuring that procurement activities are executed efficiently, cost-effectively, and in full compliance with company policies.

The Technical Procurement Specialist plays a vital role in supporting the smooth operation of DP World Paramaribo by ensuring that all technical purchases meet required quality standards and are delivered on time.

Key Responsibilities

- Source and purchase Engineering and IT equipment, parts, licenses and supplies.
- Negotiate with suppliers to secure competitive pricing and favorable delivery terms.
- Conduct market research to stay updated on industry trends and supplier performance.
- Manage supplier catalogs, contracts, and purchase orders.
- Maintain accurate records of procurement activities in compliance with policies.
- Ensure timely delivery of goods and resolve supplier-related issues.
- Conduct supplier performance evaluations and recommend improvements.
- Support Engineering and IT teams with technical procurement needs.
- Research alternate vendor sources to ensure cost control and quality assurance.
- Review and process purchase requisitions and invoices.
- Coordinate with internal stakeholders to ensure seamless procurement operations.
- Uphold DP World's policies on health, safety, security, environmental, and quality standards.

Paramaribo Office

DP World, 2nd Floor, van T' hogerhuysstraat 13-15, Nieuwe Haven Business Center (NHBC)

Paramaribo, Suriname

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Qualifications & Experience

- College diploma in Supply Chain Services or equivalent field.
- Minimum of 5 years' experience in procurement, preferably within a technical or industrial setting.
- Proven experience managing RFQs, quotation analysis, and vendor contracts.
- Strong negotiation, analytical, and interpersonal skills.
- Excellent command of English (written and spoken); Dutch is an advantage.
- Proficiency in Microsoft Office and procurement software.
- Ability to manage multiple priorities and meet deadlines.
- Solid understanding of materials management, logistics, and local procurement regulations.
- Familiarity with technical terminology in engineering and IT environments.

Why DP World Paramaribo?

Join a global leader in trade and logistics where innovation, integrity, and teamwork are at the heart of everything we do. As a Technical Procurement Specialist, you will play a key role in ensuring that our technical operations remain efficient, reliable, and future-focused. Be part of a dynamic organization that values growth, sustainability, and professional development.

How to Apply

If you see yourself as the best fit for this position, we invite you to submit your resume and cover letter to PeopleDepartmentPAR@dpworld.com

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