



Procurement & Supply Chain Management

Location: Hongze District, Huai'an City, Jiangsu Province, China

Reporting Structure:

Direct Line: Supply Chain Manager (China)

Dotted Line (Functional): Lead Product Development & Design (Belgium)

Mission

The Procurement & Supply Chain Management Specialist acts as the essential bridge between Product Development and the Procurement Team. The core mission is to ensure a seamless transition from product design to stable series production by securing qualified suppliers, materials, and manufacturing readiness during the industrialization phase.

Key Responsibilities

1. Front-End Procurement & Supplier Selection

- Participate in early-stage product development to define sourcing strategies.
- Identify, evaluate, and qualify new suppliers for both prototypes and serial production.
- Lead RFQs and conduct detailed cost analyses for custom components and assemblies.
- Negotiate pricing, lead times, and commercial terms for initial production runs.

2. New Product Introduction (NPI) Coordination

- Translate BOMs, specifications, and technical drawings into actionable procurement plans.
- Manage material readiness for prototypes, pilot builds, and pre-series runs.
- Support supplier ramp-up and monitor performance regarding quality and delivery.
- Coordinate engineering changes (ECN) with suppliers during the validation phase.





3. Technical Liaison & Cross-Functional Support

- Provide feedback on manufacturability (DFM) and costs during design reviews.
- Interpret 2D drawings and act as a technical liaison between Chinese suppliers and the foreign Lead Product Developer.
- Tackle first-line technical risks, supplier limitations, and production feasibility issues.
- Align sourcing timelines with project milestones and gate reviews.

4. Documentation & Handover

- Maintain complete supplier files, price lists, and product documentation in Confluence.
- Collaborate with the Quality Team on supplier approvals and documentation.
- Hand over finalized product and production files to the Series Procurement and Production teams post-launch.

Candidate Requirements

Education & Experience

- Degree: Associate or Bachelor's degree in Engineering (Manufacturing, Industrial, or Business) or a technical/analytical discipline.
- Experience: 3–5 years (10 years preferred) in technical or project-based procurement.
- Expertise: Strong background in RFQs, cost breakdowns, and custom component sourcing (tooling/outsourced manufacturing preferred).
- Technical Skills: Ability to read technical drawings and familiarity with ERP/MRP systems (SAP is a plus).

Language & Soft Skills

- English: Intermediate or higher (Minimum CET-4). Must be capable of writing technical reports and providing verbal interpretation for foreign teams.
- Mandarin: Native proficiency.
- Traits: Analytical thinker, detail-oriented, and quality-driven with an alignment toward Western quality standards.
- Mobility: Willingness to travel for supplier visits as required.





Compensation:

Negotiable based on experience and English proficiency.

Apply for the position: Please send your CV to r.lv@gdmsports.com

We look forward to hearing from you!

