

Senior Buyer

m/f/d, Basel-Stadt

Due to an long-term sick leave, our client is looking for support to provide purchasing expertise in tendering, negotiation, contracting and purchasing systems.

Start Date: Sep 2026

End Date: March 2027 (with the chance of extension)

Workload: 100% with 41h/week

Location: Basel

Workmodel: Contracting

Your responsibilities

Collaborate effectively with the Procurement team to deliver value and continuous improvements:

- * Support Category managers with category and sourcing strategy development (e.g. provide site current and future business needs, report specific local market trends...)
- * Support implementation and execution of category strategies at site level
- * Support the execution of sourcing initiatives for delegated spend across assigned sites
- * Provide purchasing expertise in tendering, negotiation tactics, planning and contracting
- * Support global & regional sourcing efforts
- * Support the roll-out of new procurement policies/procedures and tools
- * Support the optimization of transactional costs & efficiency of procurement activities (e.g. automation rates)
- * Support standardization of specifications across sites and regions
- * Track country savings performance and identify potential savings, risks and opportunities
- * Drive utilization of on-line catalogues, E-Auctions and other leading-edge sourcing tools
- * Share best-practice sharing and synergies across sites

Partner with key stakeholders, ensure business continuity and meet site business needs:

Job profile

 Administration - Procurement

 Basel-Stadt

 Contracting

 Full Time



Sep 2026 - March 2027 (with the option of extension)



Procurement, sourcing strategy development , CIPS , SAP, Ariba

Job benefits

 Central location

 Company laptop

 Coopers Care

 Further education

 Good public transport connection

 Home Office

 Modern workspace



Sounds interesting?

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- * Identify site stakeholders and partner with them to understand & support the delivery of current and future business needs
- * Ensure business continuity and supply/availability of necessary materials
- * Work with site controllers to provide spend and savings forecasts to management
- * Manage supplier changes and transitions

Manage supplier relationship and performance at site level:

- * Maintain and drive professional partnership/collaboration with suppliers
- * Manage supplier's portfolio, leverage supplier capabilities, improve supply continuity, reduce total cost of ownership and ensure compliance with requirements & policies
- * Support comprehensive supply risk assessment across existing supplier portfolio (incl. single source, capacity constraints, financial risks, quality risks, etc...)
- * Develop and implement mitigation solutions for key business risks identified
- * Ensure regular review of supplier performance, participate in supplier performance improvement at site level and to support Supplier Quality Annual Review
- * Be aware of the supply market dynamics and changes to ensure competitiveness and supply risks are mitigated

Processes, tools and Systems:

- * Ensure compliance with Lonza standards and regulatory requirements
- * Support roll-out of Lonza procedures, policies and guidelines
- * Support Procurement initiatives, roll-out of procurement tools, processes, policies and systems
- * Complete and maintain the RMs documentation database as required
- * Ensure ERP system is maintained

Personal development and capability building:

- * Define personal development goals and associated training and development needs
- * Complete mandatory training and capability building program

Your Profil:

- * Bachelor's degree in Business, Economics, Engineering, Procurement, Supply Chain, or a related field
- * Business fluency in English
- * Einkaufsfachfrau / Einkaufsfachmann or CIPS certification is considered an advantage
- * 5-10 years of strategic procurement experience
- * Strong communication and interpersonal skills
- * Customer service mindset with the ability to manage multiple priorities simultaneously
- * Strong analytical and problem-solving skills
- * Ability to build and maintain global relationships, both internally and externally
- * Expertise in purchasing, including tendering, negotiation, planning, and contracting
- * Positive attitude with a willingness to learn new skills and capabilities
- * Good understanding of general business practices
- * Proficiency in key procurement processes, including category management, supplier management, negotiations, contract management, and e-procurement systems
- * Experience in third-party spend management
- * Ability to persuade and influence suppliers to achieve the best outcomes
- * Hands-on experience using SAP, Ariba, and Microsoft Office applications

Sounds like a great job?

Then we look forward to receiving your complete application documents through our online application form.

When applying by email, the sender agrees that his or her data will be used in accordance with our data privacy policy.

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