

## **PURCHASING**

### **Petroleum products purchasing department**

**Main mission:**

Negotiating bulk purchases and road tanker collection. Determining priorities for products and depots, taking into account market conditions, competition and Dyneff's objectives. Optimising the various profit centers' goals through judicious purchasing. Analysing the markets and defining demand according to forward markets, 'Platt's', chart and graph trends, weather conditions and the oil industry environment in general. Calculating transfer prices for the different profit centers. Risk management. Defining truck prices using computerised information. Monitoring and updating data logs.

**Required skills and qualities:**

Excellent communication skills in French; excellent interpersonal skills; ability to negotiate over the phone; sense of initiative; good with figures.

**Qualifications:**

Postgraduate diploma / 5 year post baccalaureate/A-level qualification in finance and administration.

**Relevant experience:**

Min. 3 to 5 years working in predominantly financial context.

### **Petroleum products purchasing department back office**

**Main mission:**

Monitoring stocks for each loading site. Drawing up files for all purchases made by the front office. Monitoring collections. Checking suppliers' invoices alongside the corresponding purchasing files.

**Required skills and qualities:**

Fluent French; disciplined and highly organized; good with figures; analytical mind.

**Qualifications:**

Diploma in accounting/admin / 2-year post baccalaureate/A-level diploma in accounting/admin.

**Relevant experience:**

2 to 3 years min.