

**Position: Import: Purchase Coordinator**

**Work Place: Vasai**

**Education:**

Bachelor's degree/ Diploma in Mechanical or Electrical.

**Experience:**

03 Years of experience in Import Purchase in engineering company.

Basic knowledge FOB, C&F, CIF& clearing and forwarding.

Web browsing to find new vendor.

**Scope of work:**

To handle the Import for the following items& follow up.

Aluminium Ingot/ aluminium sheet

Stamping Components

Cable/hook up wire

SMD Components.

Copper Wire

Shaft/ Sintered Bush/ Ball Bearings

Fasteners (Screw /Nut)

Thermistor

DMC mould Compounds

Polyamide or nylon imports.

Engineering Plastic

To handle purchase planning and follow up with the vendor, C&F agent.

**Send resume : [hr@rexnordindia.com](mailto:hr@rexnordindia.com)**