

**Kings’ Education**

Procurement Manager

Kings’ Education is a prestigious group offering an outstanding education for students from foundation through to secondary level. Kings' founding school is the only one in the Emirates to have achieved the rating of “outstanding” since the launch of inspections by the Dubai Schools Inspection Bureau. Kings’ Students achieve exceptionally high academic standards via creative, innovative approaches to teaching and learning, curriculum design and delivery that often break from tradition. We adopt forward thinking approaches that cater for all learning styles. All our schools have a British heritage and an international perspective where children become effective, enthusiastic and independent life-long learners who are able to adapt to the changes and challenges of a fast-moving, modern world.

We have a vacancy for an experienced Procurement Manager for Kings’ Education. The position is responsible for the procurement of all products and services for three schools and the head office.

**Essential Skills and Qualifications:**

* A minimum of 2 years’ experience of high volume procurement (preferably in a private school setting)
* Candidates must have good negotiation, problem solving and analytical skills
* Excellent organisation and time management skills and the ability to handle a multi-disciplinary complex workload are essential
* Candidates must be experienced in Oracle and Excel and have proficient general IT skills
* Qualifications in supply chain management or logistics are preferable
* Good leadership skills are essential

**Only candidates with the essential and desirable skills and qualifications should apply.**

If you are interested in joining a dynamic, dedicated team at one of Dubai’s leading school groups , please send your CV with photo to

careers@kings-edu.com

Further information on our schools can be found at [www.kings-edu.com](http://www.kings-edu.com)