



BIOMEDICAL SCIENCE FOR THE BENEFIT OF SOCIETY

Purchasing Manager
Centre for Genomic Regulation (CRG)

The Institute

The Centre for Genomic Regulation (CRG) is an international biomedical research institute of excellence, based in Barcelona, Spain, with more than 400 scientists from 44 countries. The CRG is composed by an interdisciplinary, motivated and creative scientific team which is supported both by a flexible and efficient administration and by high-end and innovative technologies.

In April 2021, the Centre for Genomic Regulation (CRG) received the renewal of the '[HR Excellence in Research](#)' Award from the European Commission. This is a recognition of the Institute's commitment to developing an HR Strategy for Researchers, designed to bring the practices and procedures in line with the principles of the [European Charter for Researchers](#) and the [Code of Conduct for the Recruitment of Researchers](#) (Charter and Code).

[Please, check out our Recruitment Policy](#)

The role

We are seeking a results-driven and strategically minded **Purchasing Manager** to lead our Procurement Team at the Centre for Genomic Regulation (CRG). Reporting to the Head of Finance, you will play a key role in maximizing value for money, ensuring compliance with public procurement regulations, fostering service orientation, and driving continuous improvement in purchasing operations.

The ideal candidate is a strong negotiator, hands-on team leader, and excellent communicator in English, capable of motivating a seasoned team and building long-term partnerships with suppliers

Responsibilities:

- Lead, coach, and motivate the purchasing and warehouse team to ensure efficient and compliant operations.
- Design and implement purchasing strategies that improve cost efficiency, transparency, and service quality.
- Negotiate and manage contracts with key suppliers to achieve the best commercial conditions and mitigate risks.
- Oversee purchasing requests, supplier selection, and approval of purchase orders, ensuring alignment with internal and public procurement regulations.
- Monitor performance indicators (KPIs), prepare reports, and implement corrective measures when needed.
- Drive digital transformation of procurement processes, including ERP implementation and optimization of e-procurement tools.
- Foster effective collaboration and communication between the procurement unit, end users, and the wider administration
- Promote best practices in supplier relationship management, sustainability, and ethical purchasing.





About the department

The Procurement Area's mission is to support CRG's research and operational activities by ensuring timely, cost-effective, and compliant purchasing processes. You will oversee a diverse team including five Procurement Officers and a Warehouse Officer.

Whom would we like to hire?

Professional experience

Must Have

- Minimum 5 years of experience as a Procurement or Purchasing Manager
- Proven track record in leading teams and negotiating high-value contracts
- **Desirable but not required**
- Experience in public, international, research sector procurement
- Knowledge of Spanish public procurement regulations and international trade

Education and training

- Degree in Business Administration, Engineering, or a related field

Languages

- Excellent command of English
- Working knowledge of Spanish and Catalan
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Technical skills

- Experience with ERP systems
- Strong proficiency in MS Office, web portals, and e-contracting tools
- High numerical and analytical ability

Competences

- Exceptional negotiation and communication skills
- Proven team leadership and people management ability
- Strong organizational, analytical, and decision-making skills
- Proactive, service-oriented, and results-driven mindset
- Commitment to innovation and continuous improvement

The Offer – Working Conditions

- **Contract duration:** Permanent position
- **Estimated annual gross salary:** Salary is commensurate with qualifications and consistent with our pay scales
- **Target start date:** As soon as possible

We provide a highly stimulating environment with state-of-the-art infrastructures, and unique professional career development opportunities. To check out our training and development portfolio, please visit our website in the [training section](#).





We offer and **promote a diverse and inclusive environment** and welcomes applicants regardless of age, disability, gender, nationality, ethnicity, religion, sexual orientation or gender identity.

The **CRG is committed to reconcile a work and family life** of its employees and are offering extended vacation period and the possibility to benefit from flexible working hours.

Application Procedure

All applications must include:

1. A motivation letter addressed to Alicia Llamas, Head of Finance.
2. A complete CV including contact details.
3. Contact details of two referees.

All applications must be addressed to Alicia Llamas and be submitted online on the CRG Career site - <http://www.crg.eu/en/content/careers/job-opportunities>

Selection Process

- **Pre-selection:** The pre-selection process will be based on qualifications and expertise reflected on the candidates CVS. It will be merit-based.
- **Interview:** Preselected candidates will be interviewed by the Hiring Manager of the position and a selection panel if required.
- **Offer Letter:** Once the successful candidate is identified the People department will send a Job Offer, specifying the start day, salary, working conditions, among other important details.

Deadline: The position will remain open until it is covered.

Suggestions: The CRG believes in **ongoing improvement** and promotes a **culture of feedback**. This is one of the reasons we have in place, at your disposal as a candidate, a mechanism to gather your suggestions/complaints concerning your candidate experience in our recruitment processes. Your feedback really matters to us in our aim at creating a **positive candidate journey**. You can make a difference and help us improve by letting us know your suggestions through the [following form](#).



HR EXCELLENCE IN RESEARCH



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