PT Agincourt Resources (PTAR) is a mining company based in Indonesia that is engaged in the exploration, mining, and processing of gold and silver. The only place of operation is at the Martabe Gold Mine in North Sumatra. Company functions are managed from Jakarta.

Mineral Resources as of June 2021, reached 7.5 million ounces of gold and 72 million ounces of silver. Production began at Martabe on 24 July 2012, with the operating capacity of the Martabe Gold Mine exceeding 6 million tonnes of ore per year to produce more than 274,000 ounces of gold and 1.35 million ounces of silver per year.

PTAR employs more than 3,000 employees and contractors, over 99% of whom are Indonesian nationals, and more than 70% of whom are recruited from local residents. PTAR is committed to creating safe and efficient operations, minimizing environmental impact, and ensuring our existence provides long-term benefits to all local stakeholders.

The majority shareholder in PTAR is PT Danusa Tambang Nusantara, which is owned by PT United Tractors, Tbk (60%) and PT Pamapersada Nusantara (40%), with a total share of 95%. PT United Tractors Tbk is a public company whose shares are listed on the Indonesia Stock Exchange and is also a subsidiary of PT Astra International Tbk. PT United Tractors, Tbk’s share ownership consists of 59.50 by PT Astra International Tbk and 40.50% by the public. PT. Pamapersada Nusantara is 99.9% owned by PT United Tractors, Tbk. 5% of the Company’s shares are owned by PT Artha Nugraha Agung which is jointly owned by PT Pembangunan Prasarana Sumatera Utara with 30% and PT Tapanuli Selatan Membangun with 70%.

To strengthen the existing Corporate Communications team and to ensure the achievement of the department objectives, the Martabe Gold Mine is looking for a candidate to fill the role:

**BUYER (SCM 2209059)**

**This position will be based at Martabe Site in SCM Department, and reports directly to Senior Supervisor Purchasing.**

**The Role of Buyer** is to facilitate purchases of company operating equipment, parts and supplies. Under the direction of the senior supervisor purchasing the buyer is responsible to negotiate and prepare Purchase Orders for domestic and international purchasing of spare parts, stock purchases, and direct purchases. The majority of the incumbent tasks are purchasing activities related to processing of purchasing requisitions, revisions, pricing and dealing with purchasing discrepancies.

Support local business development and engage with PTAR Local Business Development Dept to ensure full support of local community businesses is achieved while ensuring PTAR are obtaining the best price possible for goods purchased while maintaining a level of integrity at all times which is expected of all PTAR employees. Activities must be conducted in accordance with PTAR standards, policies and procedures, Indonesian Law and Martabe Mine Contract of Work while at the same time ensuring a high level of support to all user departments for procurement, bidding, negotiating, purchase agreements, order preparation, administration and contractor/supplier management while at all times applying an ethical, efficient, risk managed, consistent and cost effective approach at every stage of the process.

**Candidates for this role would be expected to have the following qualifications and experience**:

1. Minimum High School education. University Education preferred.
2. Minimum 5 – 10+ years’ experience in purchasing in the mining industry including construction projects.
3. Sound understanding of relevant sourcing capabilities domestic and international.
4. Well-developed computer skills and ability to implement and maintain effective processes and procedures.
5. Strong documentation skills, sound business sense, advanced English language documentation skills with high attention to detail.
6. Experience working at a multinational company.
7. Good communication skills in English
8. Good interpersonal skill

Applicants are to include in their application a copy of the following:

* + - 1. Latest Resume.
      2. ID Card (KTP).
      3. Vaccine certificates (Vaccine 1, Vaccine 2, and Booster).

If you believe, you possess the skills, qualifications, and experience to fill in the position, please send in your CV complete with your **latest photograph** by quoting the position title & code on the email subject, no later than **September 23, 2022** to:

**Human Resources Department – PT Agincourt Resources**

**Or email:** [**PTAR.Recruiting@agincourtresources.com**](mailto:PTAR.Recruiting@agincourtresources.com)

Please put the position code & applicant’s name **(SCM 2209059 - Your Name)** on your application subject

Only shortlisted candidates will be notified for further process