

Purchasing and Inventory Coordinator **Full Time | Permanent**

Kensington Private Hospital is Northlands only Private Surgical Hospital offering a wide variety of surgical specialities. We currently have five Operating Theatres, a 21 bed Inpatient Suite and have plans for further expansion.

Demand for private surgical services in Northland has grown exponentially over the past four years. In view of this, Kensington Private Hospital is expanding too.

We are seeking a Purchasing and Inventory Coordinator to provide effective management of our purchasing and stock management systems in alignment with our business and financial strategies.

If you are looking for a new challenge in the purchasing field, then this could be the role for you.

Our ideal candidate will have:

- Previous experience in purchasing or procurement preferably in a healthcare setting
- Demonstrated effective relationship management skills
- Excellent computer capability
- Demonstrated ability to work independently and manage own workload
- A positive can do attitude that is flexible and adaptable to change.

We offer a professional and friendly environment, comprehensive orientation, great working conditions and opportunities for further development.

If you would like further information or to apply please email hr@kensingtonhospital.co.nz

**Please provide a cover letter and CV with your application.
Applications close 4:00pm, Monday 5 September 2022.**