

Bedrocan Denmark is looking for a Facility Purchaser with warehouse experience.

About Bedrocan Denmark

Bedrocan Denmark is a subsidiary of Bedrocan International, which is an experienced pharmaceutical raw material producer of medical cannabis. The production facility and office are located in Køge.

At Bedrocan, we believe that medical cannabis can and should meet all the existing regulations for medicines. We strive to achieve the registration of medical cannabis as an official drug through a regulatory process that is acceptable to patients, regulators, and healthcare professionals.

Due to the pharmaceutical quality and diversity of our products, as well as the possibility of exporting our products, many authorities, researchers and pharmaceutical companies worldwide have chosen to work with us.

We hope you will too.

Role

As a Facility Purchaser, you will support the day-to-day warehousing and purchasing activities and ensure that all functions on the site have the tools, equipment and supplies they need to be able to carry out their tasks. You will work closely with colleagues across departments, contributing to a positive, team-oriented culture, while developing your purchase and supplier management skills.

Your responsibilities

- **Purchase:** Ensure supplier and material qualifications in connection with purchase. Ordering and purchasing the supplies, tools, and equipment required for the plant, cultivation, and processing teams. Furthermore, you will be responsible for entering into, as well as planning and evaluating contracts/agreements.
- **Service agreements:** Build and maintain relationships with suppliers to ensure timely delivery and competitive prices on new contracts and service agreements such as; maintenance, cleaning, waste management, lunch, coffee, etc.
- **Inventory management:** Monitor and maintain inventory levels in both raw material and finished goods inventory. Work with the team to ensure supplies are available when needed. Use FIFO
- **Documentation:** Make accurate records of purchases, invoices, and supplier contracts. Document receipt of materials, as well as waste management, etc.
- **Compliance:** Comply with procedures and guidelines, ensure own training and GMP related reading.
- **Team collaboration:** Working closely with both QA, facility, and manufacturing teams to anticipate needs and provide timely support.

Who are you?

- A team player with a willingness to support colleagues across departments.
- Pragmatic problem solver.
- Good at working independently and getting things done.
- Strong organizational skills and attention to detail.
- Basic understanding of GMP purchase and supply chain processes.
- Excellent communication skills, in English and Danish, both written and oral.
- Experience with Microsoft Office Suite and similar tools.
- Ability to manage multiple tasks and prioritize effectively in a dynamic environment.

What we offer:

- Maternity leave for 10 months, with the possibility of extension.
- The opportunity to be part of a newly established team in a new organization.
- A strong pioneering spirit and an important purpose.
- Lunch arrangement and good coffee.
- A friendly working environment and quiet areas to recharge in daily life.
- On-the-job training.
- Social activities.
- Pension and health insurance.
- Flexible workplace.

How to apply:

Apply for the job by uploading your CV and application via Quick Apply below.

We hold regular interviews, so we recommend that you apply as soon as possible.

For questions about the role, please contact Facility Team Lead, Camilla Juul Persson at c.persson@bedrocan.com

Click on the link below to apply via Jobindex.

