



Packaging Purchasing Assistant

Who are we?

We are one of Europe's leading parallel importers of pharmaceuticals, with a strong commitment to quality, service and operational excellence.

Our success is driven by passion, proactivity, teamwork and customer focus. We value our multicultural environment and believe that we are stronger when we learn from and collaborate with one another.

Our site in Spain is continuing to grow, and we are looking for talented people who want to be part of that journey.

The Opportunity:

We are looking for a Packaging Purchasing Assistant with a strong administrative and organisational mindset to join our team and support the supply of packaging materials for our pharmaceutical production lines.

This is an important role within our operation. You will help ensure that the right packaging materials are available at the right time, at the right quality and at the right cost, helping our production teams operate smoothly and efficiently.

If you are organised, proactive, detail-oriented and enjoy working with suppliers and different teams, we'd love to hear from you!

What You'll Be Doing:

- Source and purchase packaging materials from approved and new suppliers
- Request and compare quotations, supporting negotiations on pricing, lead times and commercial terms
- Monitor stock levels and purchasing requirements to ensure materials are available when needed
- Develop and maintain strong, professional supplier relationships
- Create and manage purchase orders, ensuring accuracy and timely delivery
- Monitor supplier performance, including quality, service and delivery
- Work closely with Production, Warehouse, Regulatory and Finance teams to coordinate purchasing activities
- Identify opportunities for cost savings, process improvements and greater efficiency
- Maintain accurate purchasing records, documentation and systems
- Support the wider team with day-to-day purchasing and administrative activities



What We're Looking For?

We're looking for someone who is proactive, organised and commercially aware, with a genuine interest in purchasing and supply chain.

You'll ideally have:

- Previous experience in purchasing, procurement or a similar administrative role,
- preferably within packaging or manufacturing
- Strong communication and negotiation skills
- Excellent organisation and time-management abilities
- A high level of attention to detail
- Confidence when communicating with suppliers and internal stakeholders
- Good knowledge of Microsoft Office, particularly Excel
- The ability to work independently, prioritise tasks and manage multiple deadlines
- Proficiency in English, both written and spoken

SI TE PUEDE INTERESAR POR FAVOR MÁNDANOS TU CV A:

rrhh@difarmed.com

TE ESPERAMOS, ¡ESTAREMOS ENCANTADOS/AS DE CONOCERTE!

Líderes en el mercado de Productos de Distribución Europea (PDE) con un vademécum de más de 270 referencias que incluyen medicamentos, productos sanitarios y de parafarmacia. Más de 3.000 oficinas de farmacia confían en nuestro equipo.

NUESTRO VALOR AÑADIDO

✓ CALIDAD Y TRAZABILIDAD

Garantizamos la calidad y trazabilidad de todos nuestros productos al mejor precio. Mediante SERIALIZACIÓN.

✓ AMPLIA GAMA DE PRODUCTOS

Catálogo de productos en continuo crecimiento. Contamos con un amplio catálogo de productos farmacéuticos, con y sin receta médica, homeopatía, parafarmacia y productos sanitarios.

✓ ENTREGA EN 48 HORAS

Entrega de pedidos en 48h respetando las buenas prácticas de distribución.

ESENCIA DIFARMED, NUESTRA ESENCIA

✓ Nos mueve la **PASIÓN**. Somos constantes, perseverantes, nos implicamos en el objetivo grupal, somos resolutivos y optimistas. Nos gusta lo que hacemos.

✓ Trabajamos en **EQUIPO**. Cada uno de nosotros tiene un área de responsabilidad y debemos ir todos alineados con nuestro objetivo común. Satisfacer la necesidad de nuestros clientes.

✓ El **CLIENTE** es nuestro foco. Nos involucramos para fidelizar a nuestros clientes, les acompañamos en todo el proceso resolviendo cualquier contratiempo.

✓ Somos **CREATIVOS E INNOVADORES**. Generamos ideas originales, nos focalizamos en mejorar, nos gusta poder aportar.