



## Assistant Buyer & Blend Developer: Tea & Infusions

Our Tea Packing Division is a specialist tea & infusions sourcing, manufacturing and fulfilment business that works with an impressive group of retailers and brands to manage and innovate their ranges.

We have a diverse, complex, exciting and rewarding FMCG environment and are looking to expand our Tea & Infusions team. We are interested in hearing both from graduates who are looking for interesting opportunities to embark on their careers, as well as candidates who have some experiences with tea & infusion ingredient sourcing, blending or tasting.

Training and development plans will be tailored according to individual requirements so that you will quickly become responsible for specific ingredient categories, ensuring we fulfil our vision and mission of continuously delighting our customers by providing market leading value, service and innovation.

Reporting to our Head of Tea & Infusions, key requirements of the role are to:

- Support the department in the purchasing and negotiation of best prices for our ingredient ranges
- Ensure components are adequately stocked and re-ordered as necessary for specific portfolios
- Develop organoleptic assessment skills and expertise
- Monitor and resolve quality issues with suppliers
- Maintain and develop supplier relationships, visit suppliers and trade fairs
- Assist in the data capture for supplier reviews
- Collaborate with other supporting functions (Commercial, Planning, Manufacturing etc.) on an ongoing basis to maximise the impact of our purchasing function to the business
- Key involvement with sourcing assurance requirements; food safety, product integrity and sustainable developments, as well as core Technical functions
- Key involvement in NPD; aiding and facilitating innovative blend developments, ensuring project deadlines are met and launches run smoothly
- Support our trial process and champion a 'right first time' philosophy
- General admin (Invoices, Contracts, Approvals, Supplier Performance Monitoring etc.)

The successful candidate will:

- Be educated to degree level or have equivalent other relevant experiences
- Have the ability to work on your own initiative and have excellent organisational and planning skills
- Be a strong team member, willing and able to learn quickly
- Have excellent attention to detail and an inquisitive mind
- Good communication skills, written & verbal
- Be creative and progressive, help us to develop innovative new blends and products
- Have a collaborative approach with the ability to build strong relationships
- Have the power of persuasion and good negotiation skills
- Be able to travel independently
- Be proficient in core Microsoft programmes and have an interest in systems development

We will offer a competitive starting salary and benefits package in-line with relevant skills and expertise. This is a rare and exciting opportunity within the fascinating field of tea & infusions.

If you are interested in this role, please send a copy of your CV and a brief covering letter explaining why you feel you would be suitable to: [tea.recruitment@ringtons.co.uk](mailto:tea.recruitment@ringtons.co.uk)

Closing date for applications is Wednesday 25<sup>th</sup> March.