

JOIN
OUR
TEAM

Supply Chain Executive

Who we are

Walton Hi-Tech Industries PLC., incorporated in 2006, is Bangladesh's first Electrical and Electronics Appliances company with a global presence. Driven by Research & Innovation (R&I), WHIPLC is committed to delivering technology that enables a connected, intelligent world for homes and organizations. With over 35,000 employees in 40+ countries, WHIPLC has served more than 177 million people worldwide.

What you have to do

- Support sourcing activities by collecting quotations, comparing prices, and assisting in vendor selection and onboarding.
- Prepare and process purchase orders, and follow up with suppliers to ensure timely delivery.
- Maintain and update supplier database, procurement records, and documentation.
- Analyze supply chain data (cost, lead time, inventory levels) and generate regular reports using Excel.
- Monitor supplier performance and identify opportunities for cost savings and process improvement.

Benefits

- Performance Bonus, Mobile bill, Profit share, Provident fund
- Salary Review: Yearly, Festival Bonus: 2 (Yearly)

Whom we are looking for

Walton Hi-Tech Industries PLC. is looking for **Supply Chain Executive** to support its sourcing and supply chain operations. This entry level role is ideal for candidates interested in sourcing, vendor management, and data-driven decision-making, with a focus on analyzing supply chain data to improve efficiency, reduce costs, and enhance service levels.

What you need to have

- **Education:** BSc. in Mechanical/PE from reputed university.
- Internship experience in supply chain is a plus

Additional Requirements:

- Must be proficient in written & verbal communication
- Must have sound knowledge in MS Excel and other MS Office Suite Software.
- Basic understanding of procurement and supply chain processes
- Ability to analyze data, identify opportunities, and develop strategic plans.

- **Job Location:** Dhaka

Send your CV to
recruitment_hrm462@waltonplc.com
(Please mention
position name in the subject line of email)

Application Deadline
25 April, 2026

WALTON HI-TECH INDUSTRIES PLC.



Block L, Road, Sabina Sakhan 5th Avenue, Boshundhara, Vafara, Dhaka-1229, Bangladesh.

www.waltonplc.com