

Job Vacancy

Nam Theun 1 Power Company Limited (NT1PC) was authorized by the Government of the Lao People's Democratic Republic (GOL) to develop, own and operate the Nam Theun 1 Hydropower Project (NT1HPP). The Company has entered into a Concession Agreement (CA) with the GOL since 14 June 2016, the Concession period of which spans 27 years.

NT1PC is jointly owned by Four shareholders: Phonesack Group Company Limited (PSG), Chaleun Sekong Energy Co., Ltd. (CSE), Electricity Generating Public Company Limited (EGCO) and EDL-Generation Public Company (EDL-GEN).

The Project is located on the Nam Kading River in Bolikhamxay Province, approximately 33 km upstream of its confluence with the Mekong, and 220 km from Vientiane, central Laos. The Nam Theun River is one of the major tributaries of the Mekong River in Lao PDR, with a catchment area of 13,856 km² at the dam site.

NT1PC signed and entered into the Power Purchase Agreement with the Electricity Generating Authority of Thailand (EGAT) and the Électricité du Laos (EDL) The total installed capacity, with 3 generating units under 2 PPAs, is 650 MW, of which 2×260 MW will be supplied to EGAT and 130 MW to EDL for the duration of 27 years commencing from the Commercial Operation Date (COD) 12 August 2022.

Presently, NT1PC is seeking applicants from the qualified Lao candidates for the following position.

Position: Procurement Supervisor

(Base at NT1PC- HQ Office, Vientiane Capital)

Duties Description:

The Procurement Supervisor is responsible for overseeing and managing the procurement process, ensuring the timely acquisition of goods, work and services at the best possible value, negotiating contracts with suppliers, and monitoring supplier performance to optimize costs and quality, play a key role in maintaining compliance with the Procurement Policies, Procedure and Company's Regulations:

Responsibilities:

- Assist the Line Manager to develop and implement the procurement strategies and policies to align with business needs;
- Serve as Acting Line Manager during his/her absence or on business travel;
- Participate in continuous improvement strategies in relation to supply chain activities;
- Supervise the procurement team members to ensure the accurate, timely ordering, delivery of goods and services in line with user demand;
- Track and report on the outstanding PR, RFQ/RFP & Overdue PO;
- Negotiate the contracts, prices, and terms with suppliers to secure the best value of money for the Company;
- Analyze the purchasing trends, market survey, and product specifications to identify opportunities for cost reduction and efficiency improvements;
- Supervise the warehouse team members for implementing the effective inventory management systems and oversee logistics to ensure a smooth supply chain and adequate stock levels;
- Supervise, train, and evaluate the procurement staff, assign tasks, and resolve personnel-related issues;
- Identify, evaluate, and onboard the new suppliers, build strong relationships with existing vendors, and manage supplier performance;
- Assist the Line Manager with procurement system-related tasks, including ERP SAP customization and enhancements.;
- Coordinate with logistics, import-export, and both internal and external suppliers to ensure the timely delivery of purchased goods;
- Coordinate with Account Payable to pay vendors as per agreed payment terms;
- Participating in the procurement and goods receiving committee;



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- Create and supervise the procurement team to create PR to PO for direct purchase and material items;
- Other tasks as assigned by Line Management.

Requirements:

- At least Higher Diploma (Mini. 7 years of professional experience) or Bachelor Degree qualifications (Mini 5 years of professional experience), preferably in Business Administration, Materials Management or any related areas from a recognized institution.
- A minimum of 5 years of experience in Purchasing with prior experience using SAP is desirable;
- Good problem solving; communication and leadership skills;
- Good written and verbal communication skills both Lao and English;
- Knowledge of ERP SAP computer systems;
- Experience in Purchasing/Inventory/Warehousing and Inventory and Warehouse stock principals;
- The ability to work autonomously, adaptable for any changes and willingness to take more responsibilities and willingness to handle the new challenges;
- Proven negotiating and interpersonal skills with the ability to deal effectively with suppliers;
- Have a good work ethic behavior;
- Good understanding of basic supply contracts and related principles; and
- Be able to travel on Company's business both domestic and overseas.

We offer the successful candidate a good remuneration. Therefore, we invite qualified candidate to submit your **Cover Letter & Resume** not later than 05:00 PM of **05 March 2026** by stating position apply for in Cover Letter with your present and expected salary directly to the Human Resources Section at:

Nam Theun 1 Power Co., Ltd. Office, Unit 15, Sithong Road, Pakthang Village, Sikhottabong District, P.O. Box 1808, Vientiane Lao. PDR.

- *Tel: 856-21 550 775; Fax: 856-21 550 680*

- *E-mail to: nt1.hr@nt1pc.com; Website: www.nt1pc.com*

Note: - *Only candidates in shortlist for interview will be informed within 5 days after end of advertised date*