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ABSTRACT

Many manufacturing firms are identifying potential areas for cost down activities especially in administration as this area has not been explore yet. Effective Purchasing Management has been identified as one of the areas to be competitive in the market through providing quality products with the lowest cost. This has created a lot of presure among the purchasers to improve their competitive advantage particularly with regards to the improvement of system, cost and quality.

This case study is to review the operational procedures of the purchasing system in a manufacturing firm in respect to organization, system control, documentation and automization . The purpose of this research is to provide a rich and in-depth understanding on operation system in Purchasing Management. The study explores the strengths and weaknesses in detail to generate practical and effective proposals to enhance further its purchasing system in line with the company's goal and business development. The top managment has been recommended to restructure the organization of Purchasing department, improve documentations and development of MRP system.

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A506441167

Dimikrofiskan pada... 07.03.19.
No. Mikrofis... 12855
Jumlah Mikrofis... 1



ACKNOWLEDGMENTS

I am very grateful to NEC Semiconductors (Malaysia) Sdn. Bhd. particularly my superior Mr. Y. Nakamura, the Assistant General Manager for giving me permission and kind assistant in materializing this research.

To my beloved wife, I wish to express my deepest appreciation for the moral support and understanding throughout the course of this research. I also wish to express my love to my daughter and son for being so patient and cheerful to enlighten me during the taxing period.

My special thanks to those who have directly and indirectly help me in completing the research. Last but not least, I wish to express my sincere thanks to Dr. Tan Lee Peng for her insightful comments and support.

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