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| **Title** |  **Supply Chain Programme Manager**  |
| **Band** | **Individual Contributor – Professional** |
| **Grade** | **P5** |
| Job Family |  |
| Reporting To | Head of Supply Chain |
| Location |  Hybrid  |

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| **Position Objective** |
| The Supply Chain Programme Manager (SCPM) is a strategic resource supporting multiple development programmes, bids and proposals within the Air and Naval business. This senior role will provide accurate material sourcing and pricing and will work closely with project and engineering teams to establish Design to Cost (DTC) Bills Of Material (BOMs) in readiness for peer and gate reviews and submission to customers. The SCPM, supported by the supply chain procurement team, will work closely with key and strategic suppliers to negotiate cost savings and schedule reductions to meet programme needs and requirements.The SCPM will Act as the primary interface for all procurement and material costing activities ensuring RFPs/RFQs are issued to suppliers and returned in a timely manner to meet critical bid timelines. The SCPM is accountable to bid and programme teams to ensure supply chain requirements are accurately costed and development programme materials are ordered and delivered within programme timelines to support manufacturing. Developing and maintaining excellent working relationships with key and strategic suppliers is critical. As an individual contributor, the successful candidate is responsible for proactively managing Supply Chain values for assigned programmes and products throughout development life cycle |

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| **Generic Level Description** |
| General Accountabilities | Advanced specialization in one or more areas of expertise; applies expertise cross-functionally. |
| Supervision Required or Provided to Others | Acts independently to determine methods and procedures on new or special assignments. May lead a project team with significant impact on company results - focus is on task and resource management - is not responsible for staff management. May be an expert in their field, providing ideas, opinions and advice to others. |
| Complexity | Works on significant and unique issues involving the manipulation of a number of extremely complicated variables within diverse environments characterized by considerable change. Has an impact on the objectives and policies of the overall organization or a major segment of the organization. Exercises independent judgment in methods, techniques and evaluation criteria for obtaining results. |
| Knowledge and Technical Expertise | Expert in one or more areas; understands other disciplines and know how they affect own discipline and vice versa. Applies expertise to the most complex problems; coordinates work outside own area of expertise. Uses skills to contribute to development of company objectives and principles and to achieve goals in creative and effective ways. |
| Problem Solving | Anticipates problems and challenges, and proposes innovative solutions and ensures solutions are consistent with organization objectives. |
| Planning & Organizing | Develops longer term plans with effect on own and other areas and influences business strategy; may manage resources to achieve the plan. |
| Project Management Accountabilities | Manages very complex or multiple complex projects, including cross-functional projects. Coaches others on the team. |
| Decision Making and Autonomy | Has decision-making authority and autonomy to deliver on goals of work or project team; influences others cross-functionally to ensure functional goals are met, and resolves conflicts in an effective manner. |
| Client/Business Orientation | Assists in the development and implementation of customer service enhancements on cross-functional basis; plays role in resolving issues that require a cross-functional solution; facilitates sharing of best practices on customer service. Focuses on developing long-term partnerships with internal clients. Anticipates internal/external business and legislative issues impacting other areas of the business. May manage costs and profitability across more than one project/work activity. |
| Communication, Negotiation and Influencing | Influences strategic and other issues which affect the business internally and externally, makes presentations at senior management level. |
| Leadership Requirements | Coaches others on how to enhance communication, problem solving, teamwork and innovation; involves others in problem solving, decision-making and creative thinking. |
| Key Contacts | Builds cross-functional relationships to gain support; maintains positive relationships with key customers, suppliers, etc., who have a significant impact on the success of the organization; may represent the organization in public speaking venues and/or community events. |

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| **Discipline Description** |
| Responsibilities Include | * Lead all Air & Naval development programmes and bids and proposals from a Supply Chain Management (SCM) perspective
* Ensure all costed BOMs are accurate and reflect best pricing to ensure competitive BOMs are provided to the customer
* Sourcing and pricing of electrical and mechanical items to provide best price, to the right specification and critical time scales.
* Provides inputs into procurement decisions including make/buy, source selection and supplier qualification.
* Manage Design to Cost (DTC) activities during Development programmes that reduces cost and supports engineering changes
* Review and assess bid challenges and negotiate with key and strategic suppliers regarding costs, terms and conditions and delivery schedules.
* Assess SCM risks to provide input into Risk Management plans.
* Provides input into long lead item (LLI) procurements to support future manufacturing requirements
* Provide LLI data to input in business cases and AWAR approvals
* Work closely with the A&N engineering department and Suppliers to identify alternative components to drive cost down
* Present and deliver SCM positions at senior management meetings (E.g. Financial Management Reviews – KPRs/IPRs/FMRs/BRs)
* Attend and input project meetings with engineering, bid, development forums.
* Raising of requisitions to procure components for development programmes.
* Key liaison between commodity procurement and Development programme management teams to ensure adequate communication of BU requirements, forecasts, proposal status, project deliverables, acquisition strategies, vendor development and risk mitigation efforts
* Demonstrate cost savings/avoidance through supplier negotiation
* Recommend cost saving proposals or alternative sources
* Monitors the cost, schedule and scope of assigned procurements to negotiated highest quality at best value
* Interact with suppliers and QA to resolve quality issues
* Forecast future demand and identify opportunities to reduce cost, secure future pricing and margin improvement utilising AWAR
* Liaise with GDMS Corporate colleagues to support global material shortage and exploit leverage
* Evaluate and challenge existing processes and policies to optimise effective delivery of SCM/procurement activities
* Supports SCM headcount forecasting to ensure adequate resource is in place
* Coordinate process improvement
* Builds solid internal / external working relationships
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| **Knowledge, Skills & Abilities** |
| Required Skills & Abilities | * Ability to manage SCM development programmes and in accordance with cost, schedule and quality commitments
* Strong negotiation skills to clearly demonstrate cost savings and margin improvement
* Experience working in the tactical environments (what needs to be done now to achieve the current business objectives) and the strategic environment (establishing and aligning the team around strategic business objectives)
* Experience of ‘challenging the norm’, identifying, influencing and managing ‘best practice’ change implementation of processes and procedures
* Responsible for clearly articulating issues and possible solutions.
* Strong financial experience
* Strong communication skills
* Ability to develop effective metrics
* Familiarity with project planning techniques and fiscal management
* Applies experience in making decisions and judgements
* Promotes, coordinates and actions continuous improvement activities and lean process application
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| **Education & Experience** |
| Required Education & Experience | * University degree (Business Administration, Engineering or Accounting)
* Preferably CIPS, APM or equivalent qualified
* Proven experience in a high technology, defense, aerospace, government or manufacturing environment
* Preferred experience in an aerospace production environment
* Proficient Microsoft Office suite (Word, Excel)
* Experience with ERP/MRP systems
* Excellent negotiation skills and commercial acumen
* Very customer focused
* SC cleared, or be eligible for full SC clearance
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