

Lead Supplier Account Manager

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Function: Procurement Department

Reports to: Supply Chain Director

Purpose

Responsibility and accountability for the sourcing of direct materials and services to efficiently and cost-effectively support Home Accessibility.

Key Responsibilities:

Leadership

- Proactively review purchasing processes and make improvement recommendations, implementing changes efficiently and effectively and monitoring ongoing compliance.
- Monitor and measure key KPIs to help reduce costs and drive efficiencies.
- Proactively encourage and contribute to creating a collaborative and innovative team culture across the department where new opportunities for continuous improvement in product and processes are sought on an ongoing basis.
- Lead the procurement team on a successful implementation of a new ERP system, consulting across the organisation to develop and implement a new operating model for the team, creating a strategy for future-state Procurement, as well as improving the performance of the current service offering.

Financial controls

- Report on direct materials, promoting a culture of long-term savings of procurement costs.

Relationship Management

- Develop and maintain strong relationships with key internal stakeholders and strategic suppliers to optimise operational performance, working collaboratively and proactively to resolve issues.

Supplier Commercial Management

- Effectively draft, negotiate and implement contractual agreements to achieve lowest overall acquisition cost for the business.
- Evaluate contracts to ensure compliance with legal requirements and business policies.
- Lead 'Make-v- Buy' process, working with manufacturing and distribution to present proposals and implement where appropriate.
- Present business case proposals (vulnerability, cost downs, etc) to key stakeholders.
- Evaluate supply chain risk effectively, managing outcomes to minimise business impact.
- Lead, evaluate and negotiate a formal Request for Quotation (RFQ) process for new and existing suppliers/parts.
- Understand and convey the impact of the commodity market on products and processes.
- Evaluates supplier's financial information, managing the findings of the financial evaluation/risk assessment constructively.
- Work collaboratively with Product Development and suppliers to deliver cost reduction through component re-design, material change, continuous improvement activities, etc.

- Awareness of commodity trends, innovations, regulations and new technologies and their impacts to the business.
- Monitor, measure and analyse suppliers and their performances to ensure continual improvement of quality and value adding services.
- Liaise with suppliers to understand market conditions and any potential impact these might have on pricing.
- Deliver cost savings through skilled negotiation.

Skills and Experience

- Proven ability to lead, influence and motivate procurement team members in a cross functional environment with a strong track record of coaching and mentoring, ideally within a fast-paced and volume manufacturing industry.
- Strong communication, interpersonal and influencing skills, required to interact with all levels of management, teams and suppliers.
- Significant purchasing experience at a senior level, including excellent negotiation, cost and contract management.
- Ability to assess risk at both supplier, commodity and material level and manage mitigation actions.
- High degree of commercial and financial literacy.
- Excellent relationship management skills, with the ability to engage, negotiate and manage key stakeholders and suppliers
- Strong analytical skills and problem-solving abilities
- Able to manage teams across multiple manufacturing sites.
- Able to understand the wider business perspective, at the same time as achieving results in the immediate area.
- Experience with tier one ERP systems and implementation

Personal Attributes and Behaviours

- ✓ Team player, enthusiastic, flexible and adaptable, demonstrating a 'can-do' positive attitude.
- ✓ An enthusiastic change agent with a passion for process improvement.
- ✓ Self-awareness of the impact of their actions on others.
- ✓ Enjoys working in a fast paced and pressurised working environment.
- ✓ Willing to travel in the UK and overseas as required.

Qualifications

- Degree qualified in a supply chain or business-related discipline is desirable.
- MCIPS or ACIPS (Chartered Institute of Purchasing and Supply).