**WORKDRY INTERNATIONAL**

**POSITION DESCRIPTION:** **PRS Procurement Manager**

**LOCATION:** Chandlers Ford (Head Office) with anticipated 10-20% travel.

**POSITION PURPOSE:** This role will manage strategic sourcing and supplier management for Opex categories within our Pump Rental Solutions (PRS) business unit.

The role will manage the market analysis, internal requirement gathering and RFx (Request for Anything) process for all PRS Opex suppliers. The role will also be responsible for managing the performance and continuous improvement of key suppliers and developing their value proposition.

Additionally, the role will assist the Group Director of Procurement in providing the PRS business unit with necessary support and insight to drive best practice, compliance, spend and savings analysis, policy and process improvement and general governance.

**RESPONSIBLE TO:** Group Director of Procurement

**REGULAR CONTACTS:** **External** All PRS Opex suppliers, manufacturers and vendors

External legal counsel

Regulatory Authorities

Customs and Trade Authorities

External Auditors

External providers of Procurement platforms/systems

**Internal** All internal PRS Opex stakeholders

Branch managers

Technical and general employees

All procurement resources across the Workdry group, including Group Procurement leadership

Pump manufacturing staff at various levels

**MAIN RESPONSIBILITIES:**

* Internal analysis of spend to assess risk and savings opportunities and ensure categorisation, aligned with other business units.
* External market analysis of key spend or categories to enable a review of the current supply chain, its performance relative to requirements and best in class benchmarks.
* Sourcing strategy development and RFx activities for PRS Opex spend with a clear demonstration of risk/reward/ROI and stakeholder value add.
* Management of internal stakeholders’ sourcing and contractual requirements, ensuring expectations are understood, challenged and where possible, met.
* Support for the Group Director of Procurement in developing cross- business unit policies, process mapping and improvement.
* Actively contributing to PRS savings targets, assisting in the development of future savings targets and plans of action to evaluate the likelihood of success.
* Execution of strategies that enable the supply chain to be simplified, supplier numbers to be reduced and maximum supplier value to be extracted.
* Champion within the business for sustainability and innovation from the supply chain and the associated reporting of benefits and trade-offs.
* Workdry behaviours ambassador – showcase Workdry values by leading by example and actively contributing to a culture of collaboration and accountability.
* Participate in and support all internal and external audit reviews, regulatory requirements and other legal obligations as may be necessary.

*The main responsibilities are outlined above. This is not a definitive list, and other tasks/activities may be necessary as the company’s commercial activities require.*

**QUALIFICATIONS & EXPERIENCE:**

* Extensive demonstrable dedicated procurement experience with good breadth of procurement expertise.
* Outstanding communication skills – verbal, written and presentational.
* Strong collaboration ability, ability to engage internal and external stakeholders with experience engaging at various levels of seniority.
* Persuasive and influential, but with a proactive, hands-on approach.
* An analytical and strategic mindset.
* Demonstrable end-to-end sourcing and RFx experience. (Market analysis, tendering, negotiation and tendering, supplier management).
* Ability and willingness to travel to various business locations across the UK with overnight stays. Potential for occasional international travel as per business need.
* Educated to degree level (highly beneficial but not essential).
* CIPS or equivalent (beneficial but not essential).
* Similar industry experience (beneficial but not essential).