



Closing Date	11 th June 2021
Job Title	Commodity Manager
Location	Burton

Main Objectives/Purpose of Role; To strategically determine, implement and manage a portfolio of direct and indirect spend categories in a way which ensures that they support the core business activities and ensure a safe and efficient working environment. To ensure that all contracts and processes improve efficiency, reduce operating costs and increase productivity whilst mitigating risk and delivering value to the business. To be responsible for the cost-effective sourcing of materials and services, which meets the business requirements of specification, quality, delivery, and service. To ensure the business meets its moral, environmental, and legal obligations particularly re sustainability and responsible sourcing.

Key Tasks/Areas of Responsibility; To develop, present and obtain sign off from key stakeholders of a company-wide purchasing strategy. To build effective working relationships with internal and external stakeholders, and provide best practice purchasing skills to non-purchasing staff to encourage professional purchasing throughout the business. To take ownership of and work with the appropriate stakeholders to compile all the relevant specifications and standards for all subcategories with the aim of standardising specifications, standards and processes across all locations. To effectively negotiate prices, contracts, conduct tenders and benchmarking exercises in line with departmental policy and procedures. To formulate, agree and maintain commercial terms and conditions, service levels and supply agreements using standard templates where possible.

To develop category and supplier catalogues, ensuring contracts and price file data are in place and maintained and all commercially sensitive information is correctly retained. To project manage the implementation of any agreed strategies, contracts or processes and become the escalation point for any non-compliance concerns. To conduct regular supplier reviews / audits and address any supplier performance issues using supplier management and improvement techniques. To identify, coordinate and drive continuous improvement projects both internally and with the suppliers. To maintain the integrity of the data in SAP, including suppliers, materials, purchase orders and pricing data. To ensure the performance targets of the category/department are met and all company policies are communicated and adhered to. To carry out any other tasks as may be deemed necessary by the UK Purchasing Manager.

Nature and Scope; Reporting directly to the Purchasing Manager, the Commodity Manager needs to build strong relationships with his/her peer group to engage, influence and encourage professional purchasing. An in-depth understanding of their commodity portfolios is essential to enable strategies to be formulated, updates to be given and improvement programmes to be identified. The Commodity Manager must understand the aims and objectives of the department and the business to ensure that they are able to deliver projects which bring the most optimal results in a timely manner. As a self-starter, the job holder will be professional, positive, and dynamic in their approach to applying best in class purchasing practices.

You will need to demonstrate: Good communication skills with the ability to engage, collaborate and influence.

Good numerical and analytical skills, with a structured and methodical approach. High level of self-motivation with a practical, flexible, and innovative approach. Excellent organisational skills with the ability to multitask, project manage and achieve deadlines whilst maintaining attention to detail. Good knowledge of the legal aspects of purchasing with the ability to formulate purchasing contracts and service level agreements. Strong negotiation skills with proven experience of tendering and cost management. IT literacy. A full driving licence is required as travel will be an essential part of the role.

To apply for this position please send your CV to careers@marley.co.uk

Recruitment Agencies: Marley does not accept any speculative approaches to present candidates for advertised vacancies.