

Procurement Specialist

Fernway • The Rocks NSW 2000



Base pay

\$120,000 - \$120,000



Work type

Full Time



Contract type

Not provided

Job details



Date posted

30 Apr 2021



Expired On

29 May 2021



Category

Transport & Logistics



Occupation

Purchasing & Procurement



Base pay

\$120,000 - \$120,000



Work type

Full Time



Job mode

Permanent

Full job description

Procurement Specialist to plan, develop, source and manage end to end cost savings/service improvements. Develop and improve policy & processes.

Procurement specialist to drive effective procurement planning, sourcing, and contract management to help an ASX fin services leader reduce costs and leverage scale.

You will work with internal and external stakeholders from a procurement perspective to plan, develop, source and manage end to end procurement.

As a procurement specialist, you'll bring cost savings/service improvements, develop and improve policy & processes, drive change and gain stakeholder buy-in.

Exciting times in the Property & Procurement Team! - New systems and policies required due to divestiture from previous majority shareholder.

The Role -

The main responsibilities include:

- End to end procurement including RFP's identifying new sources of supply and lead the process of vendor evaluation, selection and approval.
- Negotiating contracts of varying values and commercial complexity.
- Oversee and negotiate pricing as well as contractual terms and conditions with vendors for products and services in conjunction with in-house legal and business leaders.
- Support strategic contract consolidation initiatives.
- Build and maintain strong and sustainable relationships with internal stakeholders, suppliers and service providers.
- Ensure compliance with internal procurement policy and procedures and external legislative requirements.
- Ensure commercial and procurement activities meet APRA regulations.

- Manage and monitor supplier governance and compliance including Modern Slavery legislation, CPS 234 and CPS 220.
- Assist the Property & Procurement Leader and Co-ordinator to manage the office tenancies and facilities or property related projects .

You -

In order to be considered for this position you will need to have:

- 5+ years procurement experience with particular focus on RFP management and contract negotiation.
- Strong stakeholder engagement skills and negotiation skills.
- Experience delivering end to end Procurement.
- Ability to prioritise, work under pressure, meet deadlines and provide guidance and support the stakeholder group through effective escalation and communication.
- Drive expense efficiencies and consistent vendor management methodology throughout the business.
- Execute procurement and cost saving strategies, including the compliance with and management of preferred supplier arrangements.
- Practices prudent risk management by identifying, raising, escalating and mitigating third party supplier risks.
- Strong interpersonal, leadership and influencing skills with an ability to confidently interact with all levels of the business.
- An in-depth knowledge of sourcing and procurement principles and best practice.
- Excellent commercial acumen, strategic thinking ability and attention to detail.
- Experience working in a financial services organization.
- Established track record of success in procurement management covering cost savings/service improvements attained, developing and improving policy & processes, driving change and gaining stakeholder buy-in

Don't miss out on the best Procurement opportunity in Sydney!

Hit Apply!