


Job Specification

Position	Group Procurement Manager
Reporting to	Group Head of Supply Chain
The Company	<p>Brigade Electronics, established in 1976, is at the pinnacle of commercial vehicle and mobile plant safety. A founder and innovator of sensing and monitoring systems that have helped save countless lives across the globe for over forty years.</p> <p>Whilst our portfolio can be emulated, our commitment to vehicle safety, our reliable, trusted products, and our dedicated team of experts, cannot. We invest in people as well as technology. Everyone in the Brigade family understands the life-changing significance of the products and service we provide and the importance of outstanding systems that work in the most demanding of situations.</p> <p>The Brigade Group organisation is based in the UK and has subsidiary companies in the USA, Canada, Germany, France, Italy, The Netherlands, and Poland, and selling in to over 80 countries world-wide via our National Distributor network.</p>
Purpose of Role	<p>Reporting to the Group Head of Supply Chain, you will lead the procurement function to meet the growing needs of our customers, whilst driving profit through the management and development of the supply base.</p> <p>Through your purchasing team, you will develop robust supplier contractual agreements and relationships, and create, monitor, and manage the supplier performance process</p> <p>Ensure the supplier base can provide the business inventory requirements within the agreed timeframes, identifying alternative sources and documenting contingency plans</p>


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<p>Key Responsibilities</p>	<ul style="list-style-type: none"> • Supplier selection and on-going supplier compliance. • Drive quality improvement and cost reduction initiatives • Lead, manage, mentor, and develop the Purchasing team, which includes talent and performance management • Development, implementation, and on-going management of the Procurement Strategy • Build strong strategic working relationships with key stakeholders across the business • Develop strategic relationships with key suppliers at a senior level, ensuring value is driven from these relationships • Promote the importance of procurement across the organisation • Promote best practice through continuous improvement strategies and techniques • Ensure all procurement policies incorporate regulatory compliance and all internal standards • Apply technical expertise and mitigate risk in negotiations, ensuring robust supplier contracts and framework agreements are in place
<p>Key Tasks, but not limited to</p>	<ul style="list-style-type: none"> • Calculating economic order quantities to support specific requirements and forecasted demand. • Ensure purchasing activities align with, and support, customer demand and sales forecasts. • Play an active role in the NPI process alongside other key stakeholders

	<ul style="list-style-type: none"> Work with manufacturing partners/suppliers, the Company's stock control and manufacturing services team, marketing, engineering, and sales teams to ensure that Manufacturing partners and other suppliers keep to agreed production and shipment schedules.
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Person Specification


Essential	Desirable
<p>Education & Training</p> <ol style="list-style-type: none"> A qualified professional (CIPS, MCIPS, Procurement and Supply Chain based Degree or working equivalent) High level Maths and English High level literacy, numeracy, and accuracy Good understanding of office practice High competency level in MS Office applications especially Excel Sound business common sense 	
<p>Experience and Skills</p> <ol style="list-style-type: none"> An experienced professional familiar with being responsible for £20 million + budgets and running a competent and comprehensive procurement team Demonstrable experience in building, managing, and developing a skilled and passionate procurement team Demonstrable expert knowledge of purchasing and supply chain systems Knowledge of LEAN principles and techniques Experience of ERP systems, such as Navision or SAP Financial acumen Strong negotiation skills 	
<p>Personality and Motivation</p> <ol style="list-style-type: none"> Positive 'can do' attitude. Keen analytical mind 	

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<ol style="list-style-type: none"> 3. Drive for business results 4. Envisions the future 5. Drive for continuous improvement 6. An inspirational and motivating leader. 7. Multi-tasker 8. Resourceful 9. Practical aptitude with methodical approach to detail 10. Administratively sound and highly organised 11. Eager to share with others better ways of working. 12. Commercial integrity 13. Thirst for learning 14. Demonstrates respect for company and colleagues 	
<p>Interpersonal Skills</p> <ol style="list-style-type: none"> 1. High level ability to communicate effectively with suppliers, customers, management, and colleagues 2. Helpful and approachable 3. Consultative style yet directional when necessary 4. Builds effective and mutually supportive team relationships 5. Commercially aware and financially astute 6. The ability to make important decisions and cope with demanding targets and tight deadlines whilst maintaining a high level of attention to detail 	
<p>Communication & language skills</p> <ol style="list-style-type: none"> 1. Ability to communicate to all levels of the organisation in a clear and concise manner 	<ol style="list-style-type: none"> 1. Additional language skills would be an advantage
<p>Other requirements</p> <ol style="list-style-type: none"> 1. Innate time manager. 2. Flexibility to work beyond normal business hours when required. 3. Ability to prioritise effectively 4. Ability and willingness to travel internationally as required 	

Employee Signature: _____

Date: _____

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