

From the Desk of:

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CATEGORY SPECIALIST – IT PURCHASING

Leading global manufacturer of performance chemicals has this immediate need!

OVERVIEW

Negotiate large volume contracts at local or regional level related to IT. Develop and implement purchasing strategy for assigned portfolio under the guidance of a Multisite or Category Manager.

RESPONSIBILITIES

- Develop/implement purchasing strategies that incorporate contracts, purchasing tools and supplier management techniques.
- Partner with others to identify opportunities, aggregate and standardize goods/services as required to leverage purchasing power and optimize working capital.
- Develop strategy, selects appropriate purchasing tools and validates with users.
- Select suppliers and negotiates large volume contracts for assigned portfolio of goods and services. Contracts can be negotiated at local or regional level.
- Communicate/implement/execute purchasing strategies. Shares information and supports “best practice” sharing within Purchasing and ensure interface/communication with inter-related groups.
- Ensure the development/review of market intelligence for assigned portfolio of goods and services.
- Assemble/participate/ and may lead cross-functional user teams to identify internal requirements, promote functional need definition, and validate strategies.
- Review reports/trend analyses related to commodity specific spending and current status vs. goals.
- Recommend/implement changes to achieve cost reductions/efficiencies while assuring quality and service performance.
- Ensure compliance with Purchasing Ethics, Sarbanes-Oxley 404, ISO and Corporate Standards, Values, audit rules, laws, etc.
- Build/maintain positive business relationships with suppliers and users.
- Support efforts to implement/maintain the Responsible Care® Management System in line with the requirements of the RC14001® technical specification, as applicable to the site/region.

REQUIREMENTS

- Strong IT Purchasing knowledge/success from within multinational industry. Strong understanding of contract language terms and conditions as well as contract design.
- Understanding of marketplace relating to a particular portfolio of goods and services. Solid understanding of business issues and financial principles.
- PC proficiency, with knowledge of office and purchasing applications. Solid understanding of purchasing/inventory systems and interfaces with Finance/project/job costing/planning/forecasting.
- Must be highly accountable/results driven, with a personal willingness to be responsible for the outcome of your actions and the determination and know-how to ensure that results are achieved.
- Requires a strong Business/Commercial acumen. Must be knowledgeable of the markets and applications in which Company products add value and able to effectively capture the value.

- **Highly effective Communication/Presentation skills are required in this role. Must have the ability to effectively engage with the organization in a manner that is timely, relevant, and appropriate for the environment.**
- **Must have critical thinking ability. This role requires the intellectually disciplined process of analyzing, synthesizing, and/or evaluating information as a guide to belief and action.**
- **Must be highly Customer Oriented, with the desire and ability to provide high quality of service to all customers in a responsive and prompt manner.**
- **Must possess strong Influencing skills, with the ability to work in close alignment with other functions internally and suppliers externally to influence others so the desired results are achieved.**
- **Requires strong Project Management skills, with the ability to manage a single large project and/or multiple projects to deliver the desired outcome.**
- **Must have relevant Technical Knowledge, along with ability to acquire/use technical and professional knowledge, skills and judgment to accomplish results effectively.**
- **Requires a Bachelor's degree in Business, Science, Engineering, IT or equivalent experience. Purchasing certification or equivalent required.**
- **5+ years' IT-related purchasing experience.**