

Job Vacancy: Procurement Manager

Location: Fylde Coast, Lancashire

Employment Type: Permanent

Salary: Competitive

Closing Date: 8 September 2017

Role and Responsibilities

The Procurement Manager will cover all aspects of purchase order management; maintaining optimum stock levels and supply of services using parameters set by the Company. Procurement Manager responsibilities include strategising to find cost-effective deals with suppliers. The Procurement Manager's duty is to discover the best ways to cut procurement expenses, so that the company can invest in growth and people.

Key Responsibilities:

- Ensure that the company has a clear strategy when purchasing goods and services and adhere to a purchasing strategy
- Manage suppliers to provide services and develop purchasing strategies which met budgetary and other operational requirements of the Company
- Negotiate with external stakeholders to secure advantageous terms
- Review and manage purchasing criteria
- Monitor company purchasing
- Liaise with various internal departments including Finance
- Prepare reports, reviews and analysis; provide progress reports

Qualifications and Education Requirements

- Business Degree or equivalent
- Proven working experience as a Procurement Manager, Procurement Officer of Finance Assistant
- A relevant background acceptable including Business and Management, Project Management, Supply Chain, Mathematics or related fields

Competencies (Examples below)

- Strong interpersonal skills with the ability to negotiate
- Ability to manage to financial aspects of the role and understand budget management processes
- Good leadership and communication skills
- Strategic planning abilities
- Excellent logistics skills
- Excellent attention to detail
- Proven experience of numeracy and literacy skills



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- Able to develop good working relationships

To apply for this role please email CV and covering letter to recruitment@besgrp.co.uk.

