

# Internal Job Vacancy

## Marketing Procurement Buyer

Stockley Park

### Overview and Job purpose

The role of a Marketing Procurement Buyer is to source marketing services for Suntory across Europe managing timing, quality, and costs in line with functional, business, regional & Suntory objectives.

The successful candidate will...

- Monitor & optimise procurement strategy for the Marketing subcategories with support from the Category Manager.
- Build and manage preferred suppliers.
- Develop market knowledge and expertise to drive best in class procurement operations
- Demonstrate agility and reactivity to meet Business needs, according to deadlines
- Ensure alignment & good relationships with operational Business stakeholders
- Optimize quality, cost and service performance of the suppliers
- Remove silos between BUs and find synergies across BUs

### Key Responsibilities, scope for decision making, KPI's

#### Value Improvement

Construct & coordinate multiple tenders  
Plan and execute negotiations on all commercial terms with suppliers  
Deliver savings and value improvements for the portfolio  
Report results to the Procurement Leadership Team

#### Strategy Development

Keeps up to date with changes in the supply market relevant to the category  
Identifies new risks & opportunities  
Contribute to the development and implementation of the procurement strategy for Marketing Services taking in to account the master procurement & business strategy  
Support the Source to Pay project, liaising with stakeholders, working cooperatively with consultants and supporting the delivery of implementation plan.

#### Supplier Management

Ensure compliance with procurement process  
Prepare and contribute to regular review / SRM meetings with most critical suppliers. Monitor SLA & KPI's  
Implement action plans with strategic partners, and monitor progress against these  
Complete Risk Assessment for the category & suppliers, develop BCP's with critical suppliers, including looking for alternative sourcing options when relevant  
Put in place regional legal framework agreements for selected strategic suppliers & register them in the system

## **Act as facilitator of the relationship between suppliers and other internal functions**

Continuous Improvement

Identify and propose a pipeline of Cost Out – Value In ideas and Source To Pay projects

Using data gathered, suggest Innovation ideas for the category

Support Innovation initiatives

Support business CSR & sustainability initiatives

## **Qualifications and Professional Experience**

- University degree level, technical or economical, Procurement or CSR specialization, or additional Procurement qualification (e.g. CIPS) is a +
- FMCG and food & beverage experience is a +
- Negotiation skills
- Good communication skills
- Team player, Cross-cultural spirit
- Agility, Flexibility, “thinking outside the box”
- Excellent analytical skills
- Perseverance
- Active listening
- Curious & interested in the categories
- Good time management skills
- Commercial acumen
- Strategic thinker
- Excel, PPT & Procurement IT tools