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| Purpose of the position | Develops and implements supply base sourcing strategies. Source raw materials, product and services and manage suppliers performance;  Job description Sourcing Specialist H/F  ADG 22/12/2020  VO RH | |
| Positioning | **Hierarchic** **attachment** : Director of Operations  **Functional attachment** : Group Purchasing Director  **Management**: None  **Contact person**: External (Suppliers ) / Internal (Production, Sales, Supply Chain, QSE, R&D ) | |
| Missions & Activities | **Develops and implements supply base sourcing strategies for assigned product categories:**   * Analyze the purchases of its scope: Spend by suppliers and by product categories * Propose the sourcing strategies by categories by establishing a target supplier panel and cost reduction action plans * Deploy the sourcing strategies: Communication of sourcing strategy and monitoring cost reduction action plans * Monitoring of KPI of its portfolio   **Management of Sourcing and RFI/RFQ:**   * Identify suppliers able to meet our needs * Manage supplier RFI/RFQ: select products and suppliers according to sourcing strategies * Negotiate and execute contracts with suppliers     **Management of supplier performance:**   * Ensure the proper execution of contracts and manage any disputes * Driving the evaluation of the supplier performance by indicators (cost, time, quality, ... etc.) * Analyze the performance of suppliers and establish improvement plans * Manage the supplier panel * Provide innovation and business opportunities from strategic suppliers     Participate actively in the improvement of cross-practices and projects of the Purchasing department | |
| Skills:   * Sourcing * Contract Negotiations * Business software * Project management * Microsoft Office tools * English * French * Trade Law | | Expected Level  4  4  4  3  4  5  2  3 |
| Profile | Bachelor’s Degree in Business, Engineering, Supply Chain, or related field with 5 years of experience as a Purchaser OR equivalent professional experience. | |
| Know-how | * **TEAM** : Transparence, Enthousiasme, Autonomie, Motivation | |