



Job Title:	<b>Indirect - Buyer</b>
Reporting to	Head of Purchasing

### **The Company**

Historically a global packaging manufacturer specialising in a range of paper and plastic based packaging products selling to a range of industries including food, non-food and retail. Over the last 5 years the company has evolved to now include consolidation, offering blue-chip organisations the opportunity to amalgamate their GNFR spend through one service-focused solution provider. Based in the Midlands, they are looking to recruit an Indirect Buyer to join their existing Purchasing team.

### **The Role**

The role of Indirect Buyer is newly created to manage the non-trade purchasing requirements of the company, looking after a wide remit of indirect activity covering all non-trade areas from utilities to transport, IT, fuel, furniture etc. Reporting into the Head of Purchasing this person will need to be successful in stakeholder engagement to understand a particular brief and deliver best value back to the business based on that brief.

### **Roles & Responsibilities**

- Working with stakeholders to understand requirements and translate these into tenders
- Prepare, send out and negotiate tenders
- Contract-manage service providers
- Design and deliver new processes to ensure best practise is maintained and maximum value delivered back to the business
- Report on savings (hard and soft)
- Manage own time against calendar of requirements

### **Experience / Skills Required:**

- Have several years' indirect buying experience across multiple categories
- Be results focussed and be able to demonstrate a record of successful cost reduction activities
- Be an experienced negotiator
- Be able to work autonomously and as part of a team
- Be commercially focussed
- Be a strong communicator
- Be comfortable working in a fast paced environment

**Salary band:** £Competitive Salary dependent on experience