



Job Title (Vidrala Group)	Category Manager
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Organizational Unit	Procurement
Business Unit	Encirc
Reporting to (Hierarchical)	Head of Procurement or Head of Category
Reporting to (Functional)	Head of Procurement or Head of Category

Main Purpose of Role

The **Category Manager** will be responsible for managing and leading the overall procurement activities in the relevant category, including managing and developing the category team.

Reporting into the Head of Category, the Category Manager will advance Encirc's procurement strategy in the relevant category, negotiating contractual and commercial agreements with suppliers, developing supplier relationships and managing supplier performance against agreed KPIs.

Key Accountabilities

- Overall management of the category, including management of the wider category team: Category Specialist(s)/Purchasing Assistant(s), as relevant
- Responsibility for a portfolio spend in the range of £10m-£40m
- Negotiating and managing supply contracts in alignment with overall category and business strategy
- Responsibility for supply chain activities to ensure materials are delivered to site to satisfy production demand at all Encirc plants, where relevant
- Be the escalation point for day-to-day supply challenges and escalate to Head of Category as relevant
- Collaborate with internal and external stakeholders to proactively manage risk in the supply chain
- Setting relevant Key Performance Indicators (KPIs) for the category and improving overall supply chain performance
- Functional reporting into relevant Vidrala Global Category Manager

Knowledge, Skills and Experience

Business Knowledge

- Degree level or professional qualification preferably in procurement / supply chain
- Proven purchasing experience, preferably in a manufacturing environment
- Experience of developing and implementing best value strategies
- Contract management experience
- Supplier relationship management experience
- Strong negotiating skills with experience working for a fast-paced and diverse matrix organisation
- Ability to build strong working relationships with internal and external suppliers and stakeholders
- Ability to provide expert advice to the team and colleagues across the organisation

Essential Functional / Technical Skills

- Strong commercial and contractual negotiation skills
- Excellent stakeholder management and ability to influence at all levels
- Excellent communication skills both oral and written across different levels within the organisation
- Experienced in supplier management and development and supporting processes to drive change and improvement

"This is a brief outline of the role and is by no means exhaustive. The post holder will be expected to undertake duties as appropriate to the position. Significant changes to the role and its responsibilities would be subject to appropriate consultation with the post holder".



- Proven ability to lead projects, successfully resolving issues and utilising internal network and relationships to reach solutions
- Experience of ERP systems (preferably SAP) and comfortable working with spreadsheets (Excel)

Personal Attributes / Competencies

- Strategic mindset
- Driven and highly motivated self-starter
- Ability to work in a fast-paced, complex matrix organisation; working with stakeholders across several different global regions
- High attention to detail
- Excellent communication both orally and written
- Analytical and numerate
- Innovative
- Influencing and persuasion

Impact

Individual Contribution / KPIs

- Overall management of defined category
- Advising and influencing key decisions at various levels of the business
- Cost reductions and adherence to budgets
- De-risking supply chain through ensuring robust agreements and contracts in place with key suppliers






Key Contacts

- Procurement
- Production
- Logistics
- Suppliers
- Planning
- Quality & Technical
- Finance
- Legal

Decision Making

(Outline the most important recommendations expected to be made for others to decide on)

- Supplier selection
- Supplier performance management
- Commercial contractual agreements
- Strategic direction of key materials

Value	Leads Others
Commitment to Customers 	<ul style="list-style-type: none"> ➤ I listen and value input from stakeholders. I am a trusted advisor. ➤ I consider big picture, I identify and communicate risks, challenges and opportunities. ➤ I empower others, together we can meet the needs of customers and the organisation.
People Commitment and Development 	<ul style="list-style-type: none"> ➤ I always provide open and honest feedback, team behaviours are values-based. ➤ As a leader, my priority is the success of others, I achieve this by offering regular feedback and development opportunities. ➤ I ensure all of my stakeholders feel safe, included and have an equal opportunity to contribute and succeed.
Sustainability 	<ul style="list-style-type: none"> ➤ I ensure others is conscious of our impact on people and environment, people and safety remain top of my agenda. ➤ I encourage others to embrace positive change. ➤ I role model how to make sustainable choices, and sustainability conscious decisions.
High performance 	<ul style="list-style-type: none"> ➤ My interactions with others are values driven and well planned. I ensure we reflect on lessons learned. ➤ We are accountable for delivering against objectives or targets. I support others through coaching, development and regular feedback. ➤ We face challenges head-on, as a team.
Collaboration 	<ul style="list-style-type: none"> ➤ I adapt my style of communication to get the best out of others and actively seek out a diverse range of perspectives and ideas. ➤ I champion equity, diversity, and inclusion. I challenge inappropriate language or behaviours consistently and respectfully. ➤ I am comfortable with not being the expert, we play to our strengths.
Innovation and continuous improvement 	<ul style="list-style-type: none"> ➤ I create an environment where it is safe to challenge and be curious. ➤ We reflect on performance, I encourage celebration of our successes and always look for improvements. ➤ I am open to change, I communicate the reasons for change, I am transparent about the challenges.