

Expert Lead Buyer Equans

Role purpose

- Report to the Procurement Manager South
- Expert lead buyer will have a main focus on Projects in the South of Belgium and Brussels
- Ensure that the goods and services needed by the companies of Equans BeLux are provided in time, with the right quality, and in alignment with the business and procurement targets including Group strategy, while mitigating the risks, respecting the Group HSE, ethical and CSR principles and capturing innovation

Key responsibilities

- Mission, strategy & objectives setting
Contribute to operationalization and implementation of the Mission, strategy and objectives setting of Procurement BeLux
- Sourcing
 - Manage purchasing requests in line with purchasing policy and service levels (ensure competition where needed, negotiate, contracting, ...)
 - Mainly handle files >€1mIn and/or critical files and/or high project complexity
 - Understand and apply strategic sourcing process (early involvement) in order to contribute maximally to the achievement of the sourcing objectives (efficient and effective sourcing of suppliers)
 - Understand and know categories and markets (industry, suppliers, contractors, innovations, ...) and the internal needs (specifications, etc.) in order to translate the organizational needs in the most adequate sourcing strategy
 - Negotiate business agreements and close deals in order to ensure maximum added value and to minimize risks
- Policies, processes, governance & organisation
 - Apply the proper procurement policies and processes in order to achieve the goals set for the organisation
 - Communicate and apply Group and Equans BeLux procurement governance throughout the organisation and towards internal and external stakeholders
- Methodology & tools
Apply procurement methodology and use procurement tools (supported by Procurement Excellence)
- Coaching
Coach other (lead) buyer profiles (where relevant/needed)
- Marketing
Support to increase the visibility of the procurement activity and organisation (internal and external)
- Targets & Savings
 - Work towards, follow-up and report on procurement savings targets in your scope
 - Ensure that the savings are reported according to the required guidelines
 - Contribute to delivery of business and procurement targets

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- Procurement project lead (PPL)
 - Manage/Coordinate the procurement support for the overall project (including coordinating other Procurement contributors if applicable)
 - Procurement SPOC for the project for the internal client and other stakeholders
- Contract manager (CM)
 - Manage contract lifecycle of existing contracts (contract renewal, contract optimization, ...)
 - Negotiate and manage new (recurrent) contracts
 - Support other roles (PPL, SME, ...) with contract management expertise and administration expertise
 - Act as moderator in discussions between internal clients and suppliers
 - Collaborate with other Procurement teams to ensure contract management in line with procurement governance (e.g. negotiate catalogs with supplier and inform analyst for upload)
- Subject Matter Expert (SME)
 - Develop and maintain expertise (market knowledge, innovations, ...) in one or more procurement (sub)categories
 - Support other roles (CM, PPL, CLB, ...) where recommended with your (category) expertise
 - Manage main negotiations in your domain
 - Support category activities in line with Group requirements (* activities are defined by Equans Group and aligned with Equans BeLux)
- Global Category lead buyer (GCLB)
 - Manage category in line with Group requirements
 - Geographical scope is broader than BeLux
- Supplier relationship manager (SRM)
 - Apply the SRM governance to suppliers within your scope
 - Manage supplier (relationship) reviews (where reviews are required)

Profile

- Autonomous, eager to learn, motivated and persistent personality is a must to fit in the existing team
- University master or equivalent by relevant experience
- Minimum >7 years experience in multi-technical domains
- A lower seniority can be considered in case of a high potential profile
- Expert procurement skills and knowledge: negotiation, contracting, financial and cost management, contracts and purchase law
- Very good communication & influencing skills
- Proficiency in procurement tools
- Proficiency in Office suite (Word, Excel, PowerPoint, Outlook)
- Proficiency in verbal and written in 2 French (preferably mother tongue) and English. Dutch is a plus.
- Experience in leading large procurement projects
- Stakeholders management
 - Contacts at high level/senior/middle management, with diverse or critical stakeholders
 - Formally represent the company internally and externally (towards suppliers, ...)
- Medium to high complexity/diversity of domains, processes & environments dealt with (majority of the elements apply)
 - Geographical scope of internal clients: BeLux

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- Geographical scope of suppliers purchased from: Global
- Contract agreement accountability
- Strategic sourcing role
- Negotiation role for high value/critical deals
- Manage strategic or critical suppliers
- Impact on profit of operations: high
- Impact on continuity of operations: high
- Technical complexity: high
- Contractual complexity: high
- Autonomy and authority
 - Wide autonomy within a set of defined policies, processes and objectives to be interpreted
 - Power of signature according to the applying powers of signature
- Specific business acumen/expertise
 - Good understanding of the business deployed in the Operational Entities
- Financial impact (per year)
 - Contribution to an annual addressable spend up to €1B
- Reporting positioning
 - Procurement Manager South -> Chief Procurement Officer -2 (hierarchical)

Our offer

A job like no other, with challenges in a unique environment in full motion, with growth opportunities and an attractive salary package.

Apply?

Please send your application and/or CV to Annemie Schuermans: annemie.schuermans@progressio.be
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