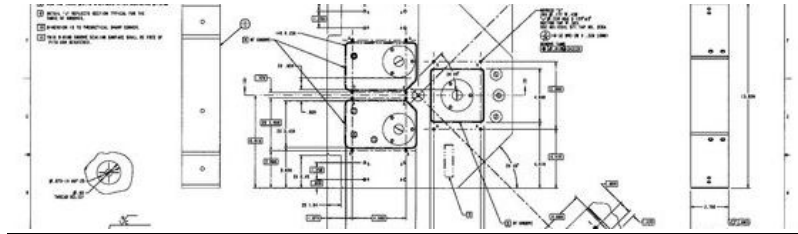


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ARTHUR HOLM



Procurement and Manufacturing Manager

We lead the way in innovation, design & technology!

We are an international company, that is continuously growing. We are seeking an experienced Procurement/Manufacturing manager to oversee the company's product supply and manufacture.

The position is based in Saint Hipòlit de Voltregà, North Barcelona (50 minutes outside central Barcelona)

- **Job Purpose:** To increase productivity and product sourcing

Your responsibilities will include:

- Ensure that purchasing policy processes are in place to meet business objectives and operational needs, regarding price, quality and delivery targets, to optimise performance and productivity
- Create and review opportunities to implement best practice purchasing policies, processes and procedures to improve business performance and savings, while delivering the best value
- Ensure purchasing policy, manufacturing instructions, guidelines and any associated documents are maintained, and update when required
- Use appropriate resources (including Supplier Development) to ensure supplier partnerships and delivery of sourced products
- Develop creative and innovative procurement processes
- Provide management reports, key performance data and monitor cost
- Manage relationships with suppliers. Select and develop new suppliers
- Negotiate and manage contract terms with suppliers to combine value for money, quality standards and delivery terms
- Maintain professional and consistent supplier management
- Ensure parts are sourced in full and aligned to production schedules and customer requirements
- Make sure the manufacturing plant adheres to health, safety and environmental policies and procedures, to ensure safety and wellbeing of staff

People Management Skills:

- Manage, mentor and develop high performing purchasing & cost estimating teams that fulfill agreed objectives, and deliver best practice results, for added value and continuous improvements
- Set departmental objectives/KPIs and review and assess ongoing performance of direct reports
- Responsibility and control of department's financial budget

Duties:

- Negotiate best pricing, quality and delivery terms for the company
- Identify potential new suppliers
- Implement strategies for productivity optimisation
- Control of productivity
- Stock control

Skills and Attributes:

- Proven management team skills. Ability to optimise team performance and development
- Excellent managerial relationship skills. Ability to engage, negotiate and manage
- Strong and confident negotiator able to negotiate at all levels
- Strong communication, interpersonal and influencing skills
- Strong analytical skills and problem solving abilities
- Results orientated with the capability to plan and deliver based on project deadlines
- Keen attention to detail and accuracy

Qualifications/Experience required:

- Business administration degree
- Industrial engineering
- 5 years proven experience in similar tasks

If you fit the profile and you would love to work in a dynamic, interesting and challenging position then please send your curriculum, with a brief introduction of yourself to:

jobs@arthurholm.com