



Example of Supply Chain & Procurement Job Description

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Our company is growing rapidly and is searching for experienced candidates for the position of supply chain & procurement. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for supply chain & procurement

- Be experienced in a senior procurement position such as business lead in business or large project
- Hold a CSCS Card or CCNSG – Safety Passport equivalent
- Be a member of the IET or other appropriate professional organisation
- Have a clear understanding of collaborative working behaviors
- Review & provide input to all SCM - Procurement Echo Chamber content
- Manage all development, activity & posting strategies on the SCM Community platform acting as the SCM Community Manager
- Run training sessions for both internal & external (partners) stakeholders in the SCM Community to better understand the available tools & posting mechanisms
- Review questionable situations and interact with other groups to ensure compliance with procurement agreements
- Solicit/obtain relevant data for the creation of reports necessary for critical decisions
- Align with Indigo Management on Team Objectives and Projects

Qualifications for supply chain & procurement

- Fluency in French and advanced English

Accounting, Engineering or a related field

- High skill level in Oracle
- Solid understanding of Supply Chain including, Supply networking, outsourcing manufacturing model, advanced planning, forecasting, inventory management and replenishment
- Experience reviewing automation solutions against the compliance framework of the company
- Review User Business requirements, identify gaps and establish peer reviews