

Procurement Manager – for a challenging role in an international and order-producing company

If you are motivated by purchasing, development and systematic optimisation, then this is possibly the right role for you. We are currently looking for a Procurement Manager, who will be head of Procurement in Denmark with a team responsible for indirect and direct procurement and have overall responsibility for our purchases management.

The Procurement Manager is also part of global procurement at moveero with UK and US as well as part of the senior management team at moveero DK.

Key responsibilities

- Overall responsible for order materials for production (direct) and consumables (indirect) using MRP system with correct data (lead time, lot size, supplier, payment term etc.)
- Supporting the team to have good process for operational purchase: Placing orders, order confirmations, late deliveries
- Development of strategic purchasers to work strategic, focus on guidance from Procurement Aurelius
- Working with Category management
- Master data responsible for procurement data in our ERP system (BPCS)
- Focus on correct stock level for raw materials and components
- KPI for Procurement
- Forecast to key suppliers, team is responsible for smaller suppliers
- Update of Global savings tracker (procurement initiatives)
- Project leader for local cost saving projects (or delegate to team member):
Implementation of new suppliers or products, improvement of payment terms etc.
- Maintain Project plan for cost savings projects
- Negotiation with key suppliers, team is responsible for smaller suppliers
- Write or sign agreements with suppliers including NDA, Supplier code of conduct
- Maintain contract spreadsheet
- Risk management of suppliers and supplier evaluation (together with the team)
- Ensure we make SOP for Procurement procedures in our Quality management system (IPW)
- Focus on sustainability in the supply chain and collection of Co2 data from suppliers
- Monthly meeting for Procurement + Monthly 1:1 with each Team member
- Participating in monthly S&OP meetings
- Ensure good/close cooperation with Warehouse, Finance, Planning, Quality, Engineers and Sales
- Responsible for budget

Qualification and Skills

- 3+ years experience in both Management and Procurement combined with a relevant educational background at BA level
- Excellent communication and interpersonal skills, with the ability to advise and influence at all levels of the organization
- Strong organisational skills, with the ability to manage multiple cases and priorities simultaneously
- IT proficient including Outlook, Word and Excel

Language skills required

Danish as first language. High level of written and verbal English required. Preferably good written and verbal German skills

Travel requirements

Occasional to suppliers, customers or other moveero sites

Report to

You will report to Plant Director and CEO Torben Brændgaard

We look forward to receiving your application and CV in English

Deadline: 7 January 2025

For questions about the position, contact HR consultant Sanne Steenberg Johansen at +4579845145 or sanne.johansen@moveero.com

