



WILLIAM GRANT & SONS

ROLE PROFILE

Role Title	Sourcing Leader
Internal Reference	OBU-0172
Business Unit / Group Function	OBU
BU Team / Sub-Function	Procurement
Location	Singapore
Team Leader Role	Global Category Manager
Role Level	4A
Team Members	Yes
Role Purpose Manage and deliver the procurement plan and supplier performance management for the category, managing external spend to plan or better, and partnering with suppliers to maximise service and performance.	
Accountabilities 1. Develop and deliver your category plans to support achievement of procurement and business objectives. Flag any risks or non-conformances as early as practical, propose and implement agreed measures to mitigate or correct. 2. Work closely and collaboratively with internal and external stakeholders to maintain a competent and compliant supply base to ensure the ongoing, effective procurement of goods and services that is in line with operational demand. 3. Support the preparation and conduct of contract negotiations as required by your line manager. 4. Proactively support supplier custodians and contract owners in the resolution of their escalated supplier issues and implement agreed fixes in a timely manner. 5. Track and report your category performance, identifying service, quality and sustainability improvements alongside cost reduction and value engineering opportunities to achieve category targets. 6. Closely monitor suppliers' performance against agreed measures, developing a collaborative approach to continuous improvement and issue resolution. 7. Ensure any changes to performance metrics are embedded in your suppliers' contracts or derogations are received where necessary. Accountable for your suppliers' performance data completeness, accuracy and reporting. 8. Deliver external spend plan for your category to drive improvements in operating margin and deliver the business plan. 9. Work closely with the business operations to ensure the collation and assessment of your category requirements including spend, demand, supplier performance, sustainability data, CO2e data and service requirements. 10. Follow and comply with all WGW processes, standards, and guidelines in the performance of your role, reporting any non-conformances in a timely manner.	
Created by:	John Shields
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INDEPENDENT FAMILY
DISTILLERS SINCE 1867

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