

## **Position Title: Director – Supply Chain and Operations**

**Reports to:** Executive Vice President of Finance

### **POSITION SUMMARY**

- Leads, directs and manages a team responsible for all aspects of acquiring and ordering, including agreements with suppliers and service providers.
- Coordinates and optimizes transportation logistics.
- Manages a team responsible for Administrative Operations.
- Provides the insight and guidance to ensure the Procurement / Logistics Teams support and partner with business divisions to achieve mutual business goals.

### **POSITION RESPONSIBILITIES**

- Lead, coach, mentor, train and develop members of Procurement and Logistics teams.
- Manage a team responsible for administrative operations of the business, such as building maintenance, leased car pool management, travels abroad, etc.
- Work closely with Business Divisions and suppliers to ensure proper pricing and maximization of discounts and payment terms on all orders
- Prepare cost / benefit analysis to determine the optimal order mix based on pricing, lead-times, demand, and delivery schedules.
- Coordinate product delivery logistics with suppliers, importers, transportation companies and carriers
- Negotiate with service providers charges for freight and brokerage services
- Ensure the accuracy of freight invoices, brokerage charges and import duty billings
- Inspire the Procurement / Logistics Team to achieve their productivity, efficiency, accuracy and effectiveness goals
- Research, identify, design and implement tools, processes, systems and best practices to achieve continuous improvement goals
- Enhance control processes and mechanisms, including over independent entities
- Continue developing the Procurement Module in ERP system
- Cross-company considerations in the purchasing process, such as: Cash Flow, Risk Analysis, Currency exposure, etc.

### **KEY SKILLS AND ATTRIBUTES**

- Integrity and trust
- Ability to lead and develop direct reports and build effective cross-functional / cross-level teams
- Good negotiation skills
- Sound judgment and decisiveness
- Conflict management and negotiating
- Excellent interpersonal and communication skills; both verbal and written
- Comfort interfacing with all levels of management and individual contributors
- Stakeholder (customer) focus with ability to develop strong business relationships
- Ability to identify, design lead and implement process improvements
- Understanding and ability to perform business, cost /benefit and financial analysis

### **PROFESSIONAL EXPERIENCE AND EDUCATION REQUIREMENTS**

- Minimum of ten years' experience in Purchasing and Logistics functions, demonstrating progressive increase in responsibilities
- Minimum of four years direct leadership experience
- Experience in project oriented company, infrastructure or other - an advantage
- Experience in EPC and agricultural projects procurement – an advantage
- Bachelor's degree in Business or equivalent education