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Job Description:
Senior Category Manager

MAIN DIFFERENCE WITH Category Manager = spend to manage / category complexity / length of experience / autonomy – strategic thinking – potential to keep developing, etc…LINE MANAGEMENT

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| Function: | **Supply Management**  |
| Position:  | **Senior Category Manager**  |
| Job holder: |  |
| Date (in job since): | n/a |
| Immediate manager (N+1 Job title and name): | **Head of Food Procurement UK&I** |
| Additional reporting line to: |   |
| Position location: | Stevenage, Salford or London |
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| 1. Purpose of the Job – State concisely the aim of the job.
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| * Category management of the assigned categories within the scope of responsibility
* Drive efficiency and commercial competitiveness for the UK & I
* Manage alignment with global supply management buying teams
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| 2. Dimensions – Point out the main figures / indicators to give some insight on the “volumes” managed by the position and/or the activity of the Department. |
| UK & ROI spend  |  |  |  |  |  |  |  | To manage a team of Category Managers between 2 & 3 |  |
| Responsible for portfolio of categories with spend range of £40-70m depending on complexity  |  |
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| 3. Organization chart – Indicate schematically the position of the job within the organization. It is sufficient to indicate one hierarchical level above (including possible functional boss) and, if applicable, one below the position. In the horizontal direction, the other jobs reporting to the same superior should be indicated. |
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| 1. **Context and main issues** – Describe the most difficult types of problems the jobholder has to face (internal or external to Sodexo) and/or the regulations, guidelines, practices that are to be adhered to.
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| * To lead a sourcing strategy across UK&I covering both technical and quality requirements for the service line requirements
* Design and Implement category strategies which significantly improve the commercial performance at a regional level whilst maintaining compliance to company policy and standards and mitigating all risk
* Engage with Food Platform to develop key menu offers for the business
* Engage with all acquisitions to leverage total group spend where appropriate
* Engage with EU and global buying teams in an active collaboration for developing categories globally. Focus on delivering EU Together category strategies.
* Build a strong network within the Supply Management both at regional and global
* Build a strong network within Tech & Services at a regional level
* Be able to take into account the differences between UK and Ireland geographical requirements and business needs when developing the sourcing strategy
* Design and implement adequate strategies to achieve high performance meanwhile ensuring continuity and risk mitigation
* Ensure the relevant due diligence and buying process is adopted across all categories within remit.
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| 5. Main assignments – Indicate the main activities / duties to be conducted in the job. |
|  Category Management * + Manage autonomously the assigned categories under the scope of responsibility.
	+ Demonstrate and deliver market leading approaches and solutions for categories, also providing industry insights and knowledge
	+ Be known both internally and externally as the subject matter expert and responsible sourcing champion across the categories managed
	+ Establish close relationship with the Supply Relationship Management and Business Partner teams
	+ Ensure a good alignment and on boarding of the key stakeholders within the Food platform and HSEQ
	+ Drive Responsible Sourcing throughout all categories (identify, evaluate and promote)

Improve profitability by optimizing agreements and alignment with global contracts * + Negotiate regional agreements and secure best net prices and supporting commercials
	+ Generate savings and improve commercial terms
	+ Implement and monitor of KPI’s to measure progress
	+ Engage in the SRM, SPM aspects of service delivery to drive transformation, whilst also managing escalations as appropriate

Lead a group of Category Managers (or JCM) * Manage a team of 3 professionals
* Lead and develop the team through the right training and career steps
* Ensure the relevant succession planning is in place

Working with Supply Management Finance to ensure robust reporting and measurement of commercial performance  |
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| 6. Accountabilities – Give the 3 to 5 key outputs of the position vis-à-vis the organization; they should focus on end results, not duties or activities. |
| * Develop the category sourcing strategy for all categories under your remit with a clear focus to plan effectively.
* Set and deliver ambitious annual savings objectives to deliver the regional target achievement
* Build a strong expertise across the categories managed
* Develop, attract and retain excellent Supply Management professionals (internal & external)
* Instruct the supply base to embed Responsible Sourcing & provide innovation to the category
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**Person specification**

* Strong experience in Buying/ Category Managemen (> 7/8 years)
* Ability in working in a multi-cultural and matrix environment
* Proven-track records in complex contract negotiation
* Graduate calibre with CIPS/ISM or equivalent qualification preferred
* Excellent external networking capabilities and presentation skills
* Team player with excellent communication and influencing skills
* Line management or leadership experiece
* Financial acumen and result orientated with ability to present results in a structured and professional manner
* Strong project management skills
* Fluency in English; French / Spanish a plus
* Flexible for international travel where necessary

**Competencies**

* Growth, client & customer satisfaction, quality of services provided
* Leadership and people management
* Rigorous management of results
* Innovation and Change
* Commercial Awareness