Job Description:
Integrated Food Management Process

Senior Director

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| Function: | Integrated Food Process and Applications |
| Position:  | **Integrated Food Management Process Senior Director** |
| Job holder: | New Position |
| Date (in job since): | n/a |
| Immediate manager (N+1 Job title and name): | **Global VP Integrated Food Process & Applications (Carlos Linares)**  |
| Additional reporting line to: |   |
| Position location: | Gaithersburg, London or Paris |
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| 1. Purpose of the Job – State concisely the aim of the job.
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| * The Integrated Food Management Process Senior Director will contribute to the achievement of Global Food Platform vision, mission and ambition by:
	+ Support in the design and development of global standard processes and frameworks for the Integrated Food Management Process and Applications.
	+ Support the development of the Information Systems & Technology (IST) Food Applications Strategy and deployment framework for the implementation of a Food Management System (FMS) aligned with the defined standard Integrated Food Management Process (IFMP) in all regions.
	+ Develop the global standard for planning and deployment of Integrated Food Management Processes and Applications.
* The Integrated Food Management Process Senior Director mission is fully aligned with Global Food Plaftorm priorities and Food Performance Drivers.
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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. |
| The Integrated Food Management Process Senior Director will be key to support the preparation of global standards for the deployment of the Integrated Food Management Process: * Help develop detailed content for the Way We Work global standard for managing the Integrated Food Management process in Sodexo.
* Support the deployment of the IFMP through:
	+ Identify, analyze and compare the different functionalities of the FMS applications available in the market and Sodexo.
	+ Support on the definition of the appropriate FMS application to deploy in each Region according to the IST Food Applications Strategy.
	+ Develop IFMP/FMS planning & deployment toolbox.
	+ Document and share with Regional Food Platforms best practices (processes, tools, kpis, etc.) identified across Sodexo Food Platforms for the IFMP.
* This will require an ability to:
	+ Establish strong, effective and collaborative relationships with IST Competency Centers, HSE, Supply Management, Deployment & Strategy and Regional/Country IFMP Deployment Project Managers.
	+ Develop deep understanding and knowledge about the IFMP.
	+ Apply the necessary tools and methodology to design the Way We Work (What and How) for the IFMP.

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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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| * Help develop detailed content for the Way We Work global standard for managing the Integrated Food Management process in Sodexo.
* Support the deployment of the IFMP through:
	+ Develop IFMP/FMS planning & deployment toolbox.
	+ Document and share with Regional Food Platforms best practices (processes, tools, kpis, etc.) identified across Sodexo Food Platforms for the IFMP.
* This will require an ability to:
	+ Establish strong, effective and collaborative relationships with IST Competency Centers, HSE, Supply Management, Deployment & Strategy and Regional/Country IFMP Deployment Project Managers.
	+ Develop deep understanding and knowledge about the IFMP.
	+ Apply the necessary tools and methodology to design the Way We Work (What and How) for the IFMP.

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| 5. Main assignments – Indicate the main activities / duties to be conducted in the job. |
| * **Process & Applications**
	+ Design and document the IFMP global process and KPI´s.
	+ Understand and document functionality of selected FMS.
	+ Work with IST Competency Centers (Optimum, SAP) to develop IFMP/FMS planning & deployment toolbox.
	+ Identify, organize and share IFMP best practice with Regional Food Platforms.
	+ Monitor the IFMP/FMS deployment plans progress and impact on each Region.
* **Co-ordination**
	+ Global IS&T and Research and Development teams
	+ Region Food Platform leadership and teams
	+ Other Global Food Platform VPs and teams, to assure full alignment
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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. |
| * Design and document the IFMP global process and KPI´s.
* Develop IFMP/FMS planning & deployment toolbox.
* Develop content for IFMP best practice sharing across all regions.
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* Profile & Competencies:
	+ Minimum 6 years Professional Experience in Process & Applications design and implementation.
	+ Undergraduate degree in computer science or engineering.
	+ Confirmed working history that demonstrates excellent analytical, organizational and problem-solving aptitude.
	+ Present outstanding leadership capabilities, illustrating proficiency in both verbal and written communications.
	+ Exemplify a high degree of personal integrity and interpersonal skills and abilities.
	+ Prove a willingness to commit the additional time and effort necessary during periods of heavy workload in order to meet project milestones, implementation deadlines and the like.