



Job Advertisement

Role:	Head of Purchasing
Reporting to:	Head of Finance
Package:	Competitive Salary Attractive Bonus Scheme Company Laptop Mobile Phone

About ESP

Our business is going through an exciting stage in its life as it continues to expand, so there has never been a better time to join our team. We have an ambitious growth plan and we need the right people on board to take us to the next level.

You won't just be a number here at ESP, you will be a member of the family to be nurtured. We offer a career development pathway through our Professional Development Academy, that ensures you have the opportunity to progress and build up your skills. We hope you'll be with us for the long-term as many of your future colleagues have been. We have employees who have been with us for as long as 20 years, with others hitting their 10 and 15-year milestones.

We have a culture of supporting our colleagues, taking on challenges together and recognising and rewarding achievements. We also recognise that work should be a fun place to be. You can dress down on Fridays as a reward for your efforts during the week and we organise regular fundraising activities for our charity of the year. Your colleagues will become friends and you'll enjoy playing your part in the ESP success story.

About the Role

ESP are now looking for a Head of Purchasing to join our vibrant and ambitious team.

Key elements of the role include purchase price negotiation, supplier selection, supplier assessment, supplier contract origination. Non-direct material spend is also in part of the role i.e. services and indirect materials.



Key Performance Measures:

- Negotiate prices and provide competitive bidding procedures when necessary to ensure the lowest cost for specific materials or services.
- Carry out make or buy analysis and propose changes to deliver benefits.
- Undertake supplier risk assessments and compliance audits including assessments of suppliers' financial strength.
- Actively engage with suppliers to promote development.
- Supplier succession planning. Identify potential alternate suppliers and protect our commercial position.
- Report monthly supplier KPIs and performance analysis. Regular benchmarking is required.
- Assist in solving problems that arise in relation to discrepancies with purchase orders, supplier deliveries, prices, invoices, requests for quotations and quality matters.
- Negotiate long term agreements with key suppliers where appropriate.
- Recommend cost-saving improvements.
- Work with the Warehouse Team and the Factory Team on stock control strategies.

Requirements:

- 5 years minimum professional purchasing experience.
- CIPS Qualification (desirable)
- Strong interpersonal skills and effective communicator.
- Detail oriented with good negotiation skills and commercial acumen.
- Be equipped with strong negotiation skills and financial understanding
- Must be motivated by the challenge of hitting strategic performance targets
- Organised with impeccable attention to detail
- Have a strategic mindset of "doing things differently in order to do them better"
- Previous experience in a customer-focused industry
- Positive attitude and good communication skills



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- Competent level of IT proficiency

Benefits:

- A competitive salary with the possibility to grow quickly
- Bonuses on achieving targets with clear KPIs
- A great opportunity to work alongside our friendly professional and world-class team
- Professional development opportunities through our Professional Development Academy
- Career development and opportunities are available for those wishing to grow

If you would like to apply for this exciting new role, please send the following to Anne Nolan, Head of HR:

- 1) A letter of introduction. Please tell us about you
- 2) Full, up to date CV

Please send these two documents to anne.nolan@espplay.co.uk