



ROLE	TYPICAL ROLE ACTIVITIES AND FUNCTIONS	
<p>PROCUREMENT</p> <p><b>Procurement Analyst / Senior Procurement Analyst</b></p>	<ul style="list-style-type: none"> <li>- Data analysis</li> <li>- Contract support</li> <li>- Implementation support</li> <li>- Catalogue management</li> <li>- Vendor analysis</li> </ul>	<ul style="list-style-type: none"> <li>- Spend analysis</li> <li>- Report production and presentation</li> <li>- eProcurement systems support</li> <li>- Provide support/training to Sourcing Managers in savings methodologies &amp; processes</li> <li>- Provide management reporting data and conclusions</li> </ul>
<p>PROCUREMENT</p> <p><b>Buyer / Senior Buyer</b></p>	<ul style="list-style-type: none"> <li>- Manage RFQ's, RFIs, RFPs, Invoicing &amp; Purchase Order processing</li> <li>- Work with suppliers to ensure optimum cost and product solutions</li> <li>- Ensure appropriate sourcing and supplier selection</li> <li>- Support/manage commercial issues relating to suppliers</li> <li>- Assist in developing robust service level agreements</li> </ul>	<ul style="list-style-type: none"> <li>- Support/communicate with other business functions and internal stakeholders</li> <li>- Ensure materials, product and services are supplied to contract</li> <li>- Comply to department, business and legislative standards</li> <li>- Draft and negotiate agreements with suppliers following legal principles</li> <li>- Implement strategic sourcing methodologies for specified commodities</li> </ul>
<p>VENDOR MANAGEMENT</p> <p><b>P2P Implementation Manager / Specialist</b></p>	<ul style="list-style-type: none"> <li>- Develop eSourcing programmes</li> <li>- Provide specialist process improvement expertise to Procurement Team</li> <li>- Develop the most efficient and appropriate P2P solutions</li> <li>- Extensive experience of PSP systems required, SAP, SAP SRM, Ariba, Oracle etc.</li> <li>- Effective Communication &amp; Stakeholder management skills</li> </ul>	<ul style="list-style-type: none"> <li>- Undertake effective vendor management processes</li> <li>- Lead the simplification of the user community purchasing processes</li> <li>- Train and provide support to P2P system users</li> <li>- Proactively lead Category Managers to develop the most efficient P2P solutions</li> <li>- Vendor / Supplier Management</li> </ul>
<p>VENDOR MANAGEMENT</p> <p><b>Contracts Manager</b></p>	<ul style="list-style-type: none"> <li>- Produce contracts (supported by Legal Dept and internal stakeholders)</li> <li>- Contribute to the negotiation of all supplier commercial terms ..... including price, terms &amp; conditions to ensure best value is achieved</li> <li>- Read supplier proposals, provide commercial solutions &amp; recommend suppliers</li> <li>- Development, negotiation, implementation and management of all contracts</li> </ul>	<ul style="list-style-type: none"> <li>- Identify commercial risks and suggest mitigation ideas</li> <li>- Identify savings opportunities</li> <li>- Assist internal Project Managers with commercial advice</li> <li>- Implement and maintain commercial procurement strategies</li> <li>- Be the primary contact for sourcing, procurement &amp; contract requirements</li> </ul>
<p>VENDOR MANAGEMENT</p> <p><b>Vendor Manager / Risk Manager</b></p>	<ul style="list-style-type: none"> <li>- Provide commercial support to business /project ensuring budgetary compliance</li> <li>- Track performance of suppliers against the contract on key contractual KPIs</li> <li>- Work with technical / project teams to create and lead tenders</li> <li>- Draft and award supplier contracts (with support from Legal)</li> <li>- Take ownership for resolution of contractual disputes.</li> </ul>	<ul style="list-style-type: none"> <li>- Identify savings opportunities, negotiating pricing /contracts with suppliers, minimising commercial risks</li> <li>- Manage change control process for contracts and ensure deliverables and pricing represent good value</li> <li>- Lead commercial negotiations using established commercial processes</li> <li>- Create vendor strategies for key suppliers</li> <li>- Ensure contractual governance/approval mechanisms are applied and supported in line with the contract</li> </ul>
<p>PROCUREMENT</p> <p><b>Category Manager / Senior Category Manager / Category Specialist</b></p>	<p><b>Predominantly Managing Existing Vendors - Not Highly Strategic - Some Engagement with Senior Stakeholders</b></p> <ul style="list-style-type: none"> <li>- Category planning, strategic sourcing &amp; supplier management</li> <li>- Tracking and milestone monitoring</li> <li>- Develop, approve and implement category plans</li> <li>- Perform supplier management</li> <li>- Benchmark suppliers and market analysis</li> <li>- Ensure appropriate use of procurement tools</li> </ul> <ul style="list-style-type: none"> <li>- Identify internal and external best practices and opportunities</li> <li>- Process improvement and change management</li> <li>- Develop/monitor performance metrics</li> <li>- Create contract plans</li> <li>- Category management and process support</li> <li>- Act as a category subject matter expert</li> </ul>	
<p>PROCUREMENT</p> <p><b>Senior Category Manager / Senior Category Specialist</b></p>	<p><b>Managing Existing &amp; New Vendors - Defining Category Strategy - Highly Strategic - Significant Engagement with Senior Level Stakeholders</b></p> <ul style="list-style-type: none"> <li>- Manage teams</li> <li>- Develop category strategies</li> <li>- Strategic development of category plans to reduce costs/improve processes</li> <li>- Lead cross functional teams through strategic sourcing process</li> <li>- Identify opportunities that drive costs out through demand management</li> </ul> <ul style="list-style-type: none"> <li>- Complete ownership of the day to day management of category or categories</li> <li>- Create initiatives with measurable outcomes and defined milestones across business functions and processes</li> <li>- Provide cost management advice to key stakeholders and colleagues</li> <li>- Implement appropriate governance structures</li> </ul>	
<p>VENDOR MANAGEMENT</p> <p><b>Supplier Manager / Senior Supplier Manager</b></p>	<ul style="list-style-type: none"> <li>- Define sourcing strategy that leads to optimised delivery</li> <li>- Direct &amp; manage the relationships with suppliers and outsource suppliers</li> <li>- Coordinate stakeholder requirements to define sourcing approach</li> <li>- Contract management, development and drafting</li> <li>- Manage service level agreements</li> </ul>	<ul style="list-style-type: none"> <li>- Lead supplier commercial and service delivery negotiations</li> <li>- Advise/lead Category Managers re: vendor development &amp; reduction activities</li> <li>- Cost analysis and modelling</li> <li>- Build relationship with category, service &amp; delivery and other teams/stakeholders</li> <li>- Ensure all contractual agreements are met, contracts escalated &amp; resolutions found</li> </ul>

PROCUREMENT		
<b>Procurement / Purchasing Manager</b>	<ul style="list-style-type: none"> <li>- Manage all aspects of the day-to-day activities of a purchasing function</li> <li>- Optimise procurement processes and policies</li> <li>- Achieve financial goals including cost reduction strategies</li> <li>- Monitor &amp; develop purchasing processes</li> <li>- Balance &amp; optimise cost, quality &amp; lead time</li> <li>- Work to best practice sourcing &amp; contract management principals</li> <li>- Draft and negotiate agreements with suppliers following legal principles</li> </ul>	<ul style="list-style-type: none"> <li>- Undertake effective supplier selection and management</li> <li>- Set / understand / analyse demand forecasts</li> <li>- Support /advise internal stakeholders and functions</li> <li>- Ensure appropriate sourcing and supplier selection processes</li> <li>- Maintain/develop effective supplier &amp; stakeholder relationships</li> <li>- Comply to department, business and legislative standards</li> <li>- Provide accurate management data and analysis</li> </ul>
<b>PROCUREMENT / VENDOR MANAGEMENT</b>	<ul style="list-style-type: none"> <li>- Setting category/functional objectives to meet and exceed business strategies</li> <li>- Manage, motivate and develop category/functional teams</li> <li>- Commercial management to meet short, medium and long term objectives</li> <li>- Effective end-to-end procurement management</li> <li>- Maintain effective relationships with key internal customers and suppliers</li> <li>- Implement leading practice and agile procurement systems</li> </ul>	<ul style="list-style-type: none"> <li>- Deliver cost saving programme across the business to exceed plan</li> <li>- Establish global category strategies</li> <li>- Understand industry, supplier dynamics and market trends</li> <li>- Oversee critical contracts to minimise business risk and maximise commercial benefit</li> <li>- Analyse spend data to identify cost saving opportunities</li> <li>- Conduct market analysis to develop supply market strategies</li> </ul>
<b>Head of Category / Group Category Manager</b>		

The upper section of the Table provides Annual Salary (without benefits) for various discipline of Procurement and Vendor Management Professionals.

The lower section of the Table shows Typical Role and Functional Activities for the various Job Disciplines.

Please note: There is significant variation in Job Titles for comparative roles; depending upon the organisation and industry sector. Some alternative Job Titles are shown (in brackets) in the table

## Market Overview 2021 / 2022

From gentle growth in recruitment activity in the first quarter 2021 we saw activity really picking up as we entered the second half of the year. As the year progressed the challenge of securing good procurement and supply chain staff became ever more difficult in an increasingly competitive market. Momentum continued at pace and recruitment activity showed no sign of slowing down as we entered the final quarter of 2021. By the end of the year we saw demand for procurement and supply chain talent above pre-pandemic levels with the need for specialist talent driven by post pandemic economic growth and focus on UK and global supply chain challenges.

Despite economic uncertainty and risk of a slowdown amid Omicron and future variants of COVID-19, we see overall demand for talented procurement and supply chain professionals remaining strong as we move into 2022 and we believe fundamental demand for efficient supply chain and procurement functions will ensure demand for talent will remain high and fluctuations in demand will be less effected than most other disciplines. Clearly the challenges of Pandemic recovery and Brexit in the UK will be key drivers for procurement and supply chain activity; and we see no let-up in the demand for procurement and supply chain talent over the oncoming months and most likely on into 2023.

With the extraordinary global challenges in 2020/21 on supply chains, compounded in the UK by the additional challenges of Brexit, the visibility of procurement at 'board level' and amongst the public has never been as high as it is now. Procurement contribution is now not only measured in bottom line savings, but in many instances as a critical consideration for business survival and business credibility. Efficient and socially responsible supply chains have become 'big news' further increasing the visibility and value of the talented procurement and supplychain professional.

Positive UK economic growth rate indicators for 2022, Covid-19, Brexit, environmental & sustainability demands, all point to an ever more urgent need for effective supply chains and procurement functions to meet these challenges, and will maintain high demand for procurement and supply chain talent in a very busy procurement and supply chain recruitment market in 2022

## What is in Demand

We have seen an increased demand across almost all areas. Evidence of exceptional soft skills; supplier management, stakeholder management with effective engagement and persuasive skills remain as critical as ever. Categories we have seen most activity in: -

**IT:** IT Software – ‘main player knowledge’ e.g. Oracle, Microsoft, SAP, AWS; Industry bespoke smaller vendors; Application Development; Cyber Security; Cloud; Data Centres

**IT Professional services:** Managing suppliers such as IBM, Cognizant, Accenture, Tech Mahindra etc.

**Professional Services:** Legal, Consultancy panels

**Marketing:** Digital Marketing for Websites, Apps and Integrators

**Logistics:** Across the board

## Industry Sector & Salary/Package

The need to engage and secure the best procurement talent has become ever more critical in an extraordinary fast moving supply chain environment. In a 'candidate short' market and with rapid UK economic expansion across most sectors we are seeing salary disparities between sectors narrowing, with the demand for talent supporting strong salaries across the board, less influenced by sector disparities. Many companies are having to go beyond their maximum rates to attract essential talent from other sectors.

We have seen significant changes in job seekers priorities. Since the pandemic, home or agile working have become a "must have" for most candidates; and prospective employer's social and brand values would appear to be a much more significant consideration for many candidates than would of been a couple of years previously.

Despite some levelling of salaries across industry sectors, there are still sectors that pay better than others and benefits/bonus packages can show significant disparity between sectors, but there are plenty of exceptions as the race for talent becomes more intense.

**Investment Banks and Hedge Funds:** Overall, they continue to pay the highest rates and offer the highest bonus potential, with **Retail Banking** and Insurance sectors and other **Financial Services** sectors falling a little way behind. Due to central London locations of most FS organisations, a company car is not usually offered as part of the package. Investment Banks and other Financial Services organisations continue to offer very competitive packages. Bonuses in this sector remain higher than the industry average and could be 30% or more at senior levels, usually based on a combination of individual and company performance. At Category Manager level the total bonus potential is more likely to be at circa 10-20%, but this can vary significantly between organisations.

**Pharmaceutical:** This sector offer the best overall employment packages, with good and consistent bonus potential, share options as well as competitive pension and benefits. A car allowance is usually included. There is the indication that credibility and desirability of working in this sector has improved since the pandemic; and this sector continues to attract and secure the very best talent.

**Technology:** There is quite a disparity of rates across the technology sector, however most packages come with car/car allowances and reasonable bonus potential and additional benefits. Increased demand for Technology and IT savvy procurement and supply chain specialists in this sector has seen an upward rise on rates/package.

**Retail:** Traditionally rates in this sector have not been as high, however retail organisations continuing need to change their business models to reflect the trends to online shopping and changes in supply chain has seen rates rising. With the retail supply chain model changing so fast supply chain efficiency, security and corporate responsibility are key issues in this sector; and candidates who are comfortable in this rapidly changing and dynamic environment can prosper. Challenges in global supply chains has led to a demand for technology and IT procurement professionals that can challenge traditional supply chain models and create innovative solutions to improve supply chain security, visibility and risk.

**Energy and Utilities sectors:** we have continued to see uplift in salaries with demand partly led by renewables sector growth. Traditionally packages in this sector have not been quite so comprehensive, but we are seeing packages and rates improving to attract the level of talent required.

**Manufacturing, FMCG and the Automotive sectors** Indirects specialists' salaries are usually on par or slightly below those in the **Technology sector**; however, benefits packages are reasonable and often a car allowance will be part of the package. Multiple supply chain challenges in this sector this year has driven demand for exceptional supply chain professionals to resolve global supply chain component, raw material and labour shortages. This sector has been hit hard in 2020/21, but talented supply chain professionals that understand supply chain restructuring and can work with technology solutions to resolve supply chain and supply chain visibility challenges will thrive and are in very high demand.

**Not for Profit:** We have continued to see a slight increase in salaries as many organisations recruit higher level procurement professionals with the aim of making the organisation more commercial. Addition of things like London Weighting and additional market supplements to bring salaries up are more common, but salaries are still below market rate. Post pandemic, popularity of working this sector has, we believe, increased as individuals have assessed their life choices and objectives and decided they would like to work in a sector that aligns better with their values and job satisfaction drivers.

### Location and Salary/Package

The effect of geographical location on Procurement Salary/Packages mirror overall regional salary variations, as you would expect; *however* the prevalence of home and agile working is having some effect on regional disparities. On a general basis **London** and areas commutable to London have the highest salaries with circa 20% premium for these roles. **Manchester** and other **northern** cities taking off, with new hubs setting up for a number of major procurement teams which has had a knock-on effect for **Northern** based employees. Certain areas always seem to struggle to find good people due to a lack of professionals in that area, the **South Coast** being a particular example, although with more home/agile working this is becoming less of an issue. As you would expect the highest salaries can be found within **London** and the **South East**. Investment banks and to a lesser extent other financial services organisation within London raise peak salaries compared to the UK overall. Technology sector companies distributed along the **M4 corridor** and through the **South East** also offer strong salaries for Procurement and Vendor Management professionals who have relevant and comprehensive subject matter expertise. Companies in the Pharmaceutical sector are more geographically dispersed throughout the UK, but despite this they offer some of the best packages. With the demand for talent ever more competitive, corporates' candidate sourcing is becoming more globalised; with many organisations actively searching or willing to consider candidates from other countries or continents, providing they have the verifiable skills and attributes that are needed. These organisations are offering attractive benefits and relocation packages to secure the right people, although challenges of Brexit continue to cause administrative and attraction obstructions for companies wanting to utilise European procurement & supply chain professionals.

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## ABOUT BEAUMONT SELECT

Beaumont Select is a niche Procurement, Supply Chain and Vendor Management Recruitment Specialist, supporting a primarily blue chip and global client base, delivering both Permanent and Interim Procurement Recruitment Solutions. We have an enviable track record, matching the best Sourcing Professionals with exceptional Procurement, Supply Chain and Vendor Management jobs in FTSE100/250, Fortune 500 and other major name organisations. We work with Clients and Candidates throughout the UK and Europe. We are Certified Members of the Recruitment and Employment Confederation (REC) and are ISO9001:2015 Quality Certified for the provision of permanent and interim procurement and vendor management recruitment solutions worldwide.

### Typical roles we are asked to fill:

Purchasing Assistant, Purchasing Analyst, Supply Planner, Demand Planner, Supply Manager, Junior Buyer, Buyer, Senior Buyer, Purchasing Manager, Category Manager, Sourcing Manager, Contracts Manager, SRM Manager, Vendor Manager, Senior Category Manager, Senior Sourcing Manager, Purchasing Consultant, Purchasing Specialist, Purchasing Director, Head of Procurement, Chief Procurement Officer, Head of Vendor Management.

### Our Clients:

Banking & Financial Services, Information Technology, Telecoms, Management Consultancy, Pharmaceutical, Oil & Gas, Hi-Tech, Utilities, Public Sector, Engineering, Automotive, FMCG, Retail, Not for Profit and Media.

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