

Job Opportunity

Buying Team Lead

Purpose of Job

Atlas Elektronik UK Ltd is seeking an experienced Buying Team Lead to manage and improve . To ensure an efficient supply chain is in place Atlas Elektronik UK Ltd.

- Support the effective operation of AEUK exceeding targets including customer delivery performance and quality.
- To ensure continuity of supply throughout the supply chain, mitigating risks & managing compliance

Reporting relationships

Indirect Procurement & Transformation Business Partner

Location

Dorset Innovation Park, Winfrith Newburgh

Employment status

Permanent, full time (37 hours/ week)

Key Responsibilities

- Manage the team of Buyers, Apprentices & Expeditors
- Maintaining system data to ensure accuracy and efficiency
- Monitor and promote compliance with Supply Chain and Company policies
- Support improvement actions either directly and/or through the allocation of resources
- Train and support new members of the team
- Monitoring team adherence to processes and managing any breaches
- Manage relationships with allocated suppliers
- Drive data accuracy in the Buying Team
- Placing and expediting own purchase orders
- Ownership of relevant KPI's and assist analysts in generating reports

Knowledge, skills and personal qualities required

- Relevant experience in a procurement environment
- Able to prioritise own and others workload
- Understanding of supply chain processes
- Knowledge of issues and trends within relevant markets and
- Skilled in Microsoft Office (Excel, Word, PowerPoint) – IT capable
- Able to create reports and validate large amounts of data
- AX knowledge a definite advantage – must have MRP/ERP experience

Behavioral requirements

- Takes ownership, demonstrates a bias for action, sense of urgency and focus upon continuous improvement
- Strong analytical, interpersonal, and negotiation skills coupled with good verbal and written communication skills
- Well-developed stakeholder relationship skills gained within a multi-functional environment
- Calm under pressure, organised and credible
- Able to manage own workload efficiently whilst coping with changing demands & issues

... a sound decision

Education requirements

- Must have relevant qualifications, a background in an engineering or other related field would be a distinct advantage.
- Supply chain certification to full MCIPS Diploma would be a distinct advantage.

More information

The successful candidate must be able to achieve full SC (Security Clearance).

How to apply

Please forward your CV and a covering letter explaining why you are suitable for the post to Recruitment@uk.atlas-elektronik.com by the closing date and state the job title in the subject line.

Due to the nature of our work and the projects you will be working on, all candidates must be eligible to gain security clearance.

ATLAS ELEKTRONIK UK Ltd is an Equal Opportunities employer and welcomes applications for all posts from suitably qualified people regardless of age, disability, ethnicity, gender, marital status, sexual orientation, religion or belief.

Only successful applicants will be contacted.

ATLAS ELEKTRONIK UK Ltd

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