

ROLES IN PROCUREMENT

Strategic Sourcing Manager

ROLES + RESPONSIBILITIES + KEY COMPETENCIES



INTRODUCTION

STRATEGIC SOURCING MANAGER

About the Role

A Strategic Sourcing Manager oversees service and product sourcing strategy. They are important in operations improvement, cost savings, and total process efficiency and productivity.

Procurement Role Family:

Solution Architect

Salary Range

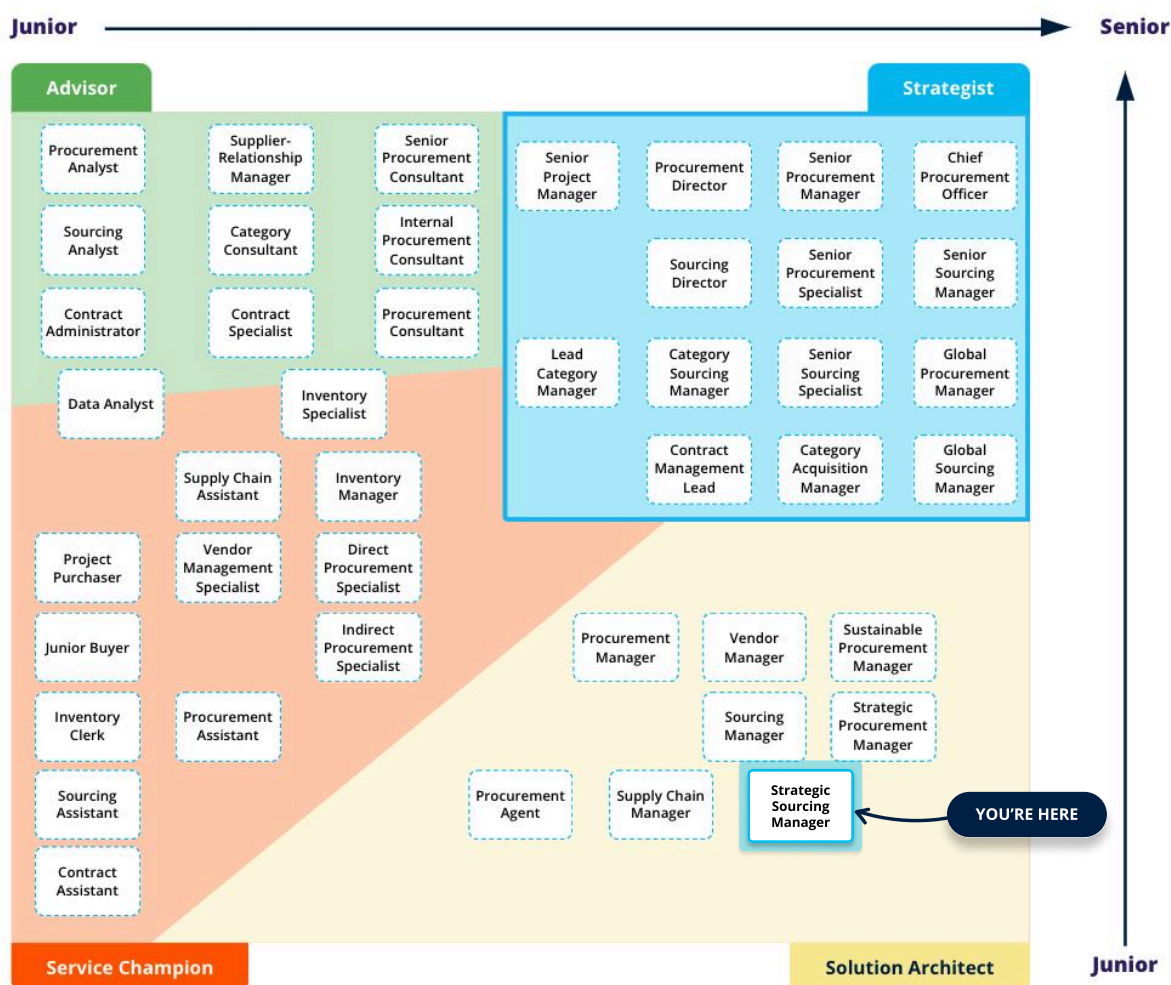
\$116,153-\$151,382/year with an average of \$133,860/year

Work Experience

5 years

Procurement Roles Overview

View the full career map [here](#)



REQUIREMENTS + RESPONSIBILITIES

DRIVING PROCUREMENT SUCCESS

A Strategic Sourcing Manager ensures that sourcing decisions are aligned with the organization's strategic goals, enhancing procurement efficiency and effectiveness.

 KEY RESPONSIBILITIES

- Assessing sourcing methods and proposing enhancement strategies to senior management for endorsement
- Examining and computing procurement expenses, and devising strategies for cost reduction
- Making purchasing choices grounded in cost and scenario analysis, alongside monitoring market trends

 SKILLS & COMPETENCIES

- | | |
|--------------------------------------|------------------------------------|
| ✓ Risk management | ✓ Customer relationship management |
| ✓ Strategic sourcing | ✓ Strong time management skills |
| ✓ Contract management | ✓ Contract negotiation |
| ✓ Project management | ✓ Communication |
| ✓ Cost reduction | ✓ Supplier management |
| ✓ Supply chain management | ✓ Continuous improvement |
| ✓ Detail-oriented | ✓ Forecasting |
| ✓ Leadership | ✓ Market research |
| ✓ Ability to collaborate effectively | |

MORE DETAILS & RESOURCES

JOB DESCRIPTION TEMPLATE

Create a clear and comprehensive job description with this template, outlining key responsibilities, required qualifications, and essential skills needed for the role. Perfect for ensuring alignment with organizational goals and attracting the right talent.

JOB TITLE : Strategic Sourcing Manager
LOCATION : [Insert Location]
REPORTS TO : [Insert name and title of supervisor]

A Strategic Sourcing Manager ensures strategic decision-making when it comes to sourcing. They evaluate purchasing decisions on supply, outsourcing, and procurement for the organization.

KEY RESPONSIBILITIES

- Creating and evaluating sourcing strategies and procedures and improving on them.
- Analysis and calculation of strategies for cost reduction.
- Using cost, analysis, scenario analysis, and market trends as the foundation of purchasing decisions.
- Contract negotiation with key suppliers.
- Collaborating with other departments, especially the procurement department for identification and pursuit of new supplier opportunities.
- Conducting market searches and creating cost estimates and forecasts.
- Hiring, training, and managing employees under the sourcing or procurement department.
- Risk estimation and using risk-minimizing techniques while also negotiating contracts that live up to industry standards.
- Maintaining supplier relationships and developing stronger partnerships with them.

KPIs FOR THIS ROLE

- **Purchase Order Cycle Time:** Efficiency of trimming PO cycle time.
- **Number of Purchase Orders Processed Electronically:** The number of purchase orders processed electronically, as technology is increasingly a significant part of supply chain processes and keeps things less risky and more efficient.

[CONTINUED ON NEXT PAGE](#)

MORE DETAILS & RESOURCES

JOB DESCRIPTION TEMPLATE

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★ KPIs FOR THIS ROLE (continued)

- **Average Cost of Processing a Purchase Order:** The total cost of all tasks for the efficient completion of a process order.
- **Total Cost of Ownership:** The cost of each purchase for your company throughout its lifetime.
- **Cost Avoidance Metrics:** The rate at which cost is minimized or avoided.
- **Spend Under Contract:** The total spend made with company suppliers as per your contract agreement.
- **Total Supply Chain Costs:** The amount spent on supply chain processes.

🔧 KEY SKILLS & QUALIFICATIONS

- Bachelor's Degree in business, economics, finance, logistics, or a related field.
- At least 5 years of experience in a related industry.
- Proficiency in sourcing software and willingness to learn new kinds.
- Excellent leadership and communication skills.
- Excellent collaboration and negotiation skills.
- Organizational and time management skills.
- Excellent analytical and strategic thinking abilities.

MORE DETAILS & RESOURCES

DETAILED SKILLS DESCRIPTION

Success as a Strategic Sourcing Manager requires strong analytical skills to assess procurement policies and strategies, ensuring they meet the organization's needs.

STRATEGIC THINKING

Clear vision of sourcing strategies and their alignment to organizational goals and objectives.

COMMUNICATION & COLLABORATION

Strong communication and collaboration skills for the building and maintaining of positive relationships with internal and external stakeholders.

ANALYTICAL AND PROBLEM-SOLVING SKILLS

Strong analytical and problem-solving skills for dealing with complex sourcing scenarios.

TECHNICAL AND FUNCTIONAL SKILLS

Technical and functional knowledge and skills when it comes to sourcing, especially within their industry.

INNOVATION AND CREATIVITY

Have the innovation and creativity skills to find better ways of sourcing goods and services.

LEADERSHIP AND MANAGEMENT

Ability to lead and manage a team in various kinds of sourcing projects.



MORE DETAILS & RESOURCES

KPIs FOR THIS ROLE

A Strategic Sourcing Manager's performance is measured by their ability to implement effective sourcing strategies that align with organizational goals, leading to improved procurement outcomes.

-
-  **Purchase Order Cycle Time**
Efficiency of trimming PO cycle time.
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The rate at which cost is minimized or avoided.
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The total spend made with company suppliers as per your contract agreement.
 -  **Total Supply Chain Cost**
The amount spent on supply chain processes.
-

MORE DETAILS & RESOURCES

DETAILED RESPONSIBILITIES AND TASKS

The Strategic Sourcing Manager evaluates purchasing decisions related to supply, outsourcing, and procurement, ensuring they align with the organization's objectives

- ✓ Creating and evaluating sourcing strategies and procedures and improving on them.
- ✓ Conducting market searches and creating cost estimates and forecasts.
- ✓ Analysis and calculation of strategies for cost reduction.
- ✓ Hiring, training, and managing employees under the sourcing or procurement department.
- ✓ Using cost, analysis, scenario analysis, and market trends as the foundation of purchasing decisions.
- ✓ Risk estimation and using risk-minimizing techniques while also negotiating contracts that live up to industry standards.
- ✓ Contract negotiation with key suppliers.
- ✓ Maintaining supplier relationships and developing stronger partnerships with them.
- ✓ Collaborating with other departments, especially the procurement department for identification and pursuit of new supplier opportunities.



ROLES IN PROCUREMENT

Thank you!

For a detailed overview of all procurement roles and their functions, click [here](#).

Let us help you build your best procurement team yet at www.procurementtactics.com.



LET'S KEEP IN TOUCH

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