



Creating great homes together

Role Profile

Position

Head of Procurement

Reporting to

Finance Director

What you can expect

We're a magnificent place to work, where talented and ambitious people enjoy rewarding, purposeful and fulfilling careers in an inspirational environment.

- At Magna, we are committed to your growth and professional journey. We offer ample opportunities for further training and development, empowering you to excel in your career. Our comprehensive benefits package underpins our commitment to your well-being and includes a generous Pension Scheme, Health Care Cash Plan, Wellbeing Portal and Employee Assistance Program. These resources are designed to support both your mental and physical health, ensuring your success in both personal and professional aspects of life.
- We actively support our local communities and encourage employee involvement by offering one paid day per year for volunteer activities alongside access to Credit Union facilities and Colleague Voice. You will also benefit from Company Sick Pay and a competitive annual leave entitlement, which increases progressively with your length of service over the first five years.

What you are known for

- Being the internal expert on procurement and the framework - systems, policies and procedures related to it - supporting the business to deliver Value for Money and quality services
- Strong stakeholder relationships - internally, regulatory and sector levels
- An eye for detail but able to see the bigger picture and translate the complex into user-friendly materials and communications
- Using data and insight to provide effective procurement, contract management and continuous improvement. Enabling confident decision-making.
- Successfully balancing the need to innovate with the need to remain compliant

What you take care of

- Clear leadership and direction taking responsibility for delivering efficient, effective, and innovative Procurement services and supporting in contract management across Magna
- Ensuring effective implementation of Magna's Procurement strategy
- Ensuring a structured approach to procurement and contract management across Magna to maximise Value For Money
- Embed the procurement strategy, objectives and programmes into the longer term
- strategic financial plans for the business
- To own and develop procurement plan to ensure all activities can be forward planned and the adequate resources exist
- Undertaking supplier due diligence checks including risk analysis, credit and insurance
- Undertaking the tendering, evaluation, placement and monitoring of a wide range of contracts

What you need to be successful

- Strategic Leadership Experience - as part of a leadership team
- CIPS Procurement qualification
- Thorough understanding of and track record of strategic procurement
- A communication style able to adapt to audience and situation - to gain buy-in and successful outcomes. Strong personal values of integrity and accountability - an ambassador of Magna's vision and values.
- An understanding of the Social Housing Sector and it's regulatory and political landscape

Qualifications required

Applicants with transferrable skills are encouraged to apply.

•

Approved: