

POSITION SPECIFICATION

KOD#: **YOU-06-031**
(02-JUL-2006)

Company: YourCompany, Inc.

Position Title: Director of Procurement **CONFIDENTIAL**

Location: Trenton, Ohio

Reports To: Vice President, Supply Chain

Description: Direct all business activities related to the sourcing, procurement, and contract negotiation of goods and services supporting the international business units.

- Responsibilities:
1. Responsible for developing the procurement strategy to make the procurement organization a high performing business function
 2. Develops the procurement policies and procedures in conjunction with CFO and VP Supply Chain
 3. Educates the organization on the proper use of these policies and procedures
 4. Transitions the diverse procurement activities of the major operating entities into a single focused approach that maximizes the inherent synergies
 5. Coordinates procurement activities to take advantage of worldwide opportunities
 6. Develops strong relationships with the supplier community that allows for long term positive growth
 7. Work performed and estimated percentage of time:
 - a. Development of Overall Strategy and Operating Standards (15%)
 - b. Organizational Education and Internal Customer Satisfaction (15%)
 - c. Daily Management of the Procurement Activities (25%)
 - d. Developing and Maintaining Positive Supplier Relations (25%)
 - e. Management and Development of Procurement Professionals (15%)
 - f. Extraordinary Problem Solving Activities (5%)

- Qualifications:
1. At minimum of a four (4) year degree in Engineering or Business Administration
 2. At least ten (10) years of Supply Chain/Procurement experience
 3. Experience managing direct and indirect procurement of at least \$1B in spend
 4. Experience in a centralized procurement role for a manufacturing company
 5. Experience in a procurement group with an entrepreneurial culture

****Desired****

1. MBA degree
2. International procurement experience
3. CPM certification

Compensation: *Salary*> \$130,000-150,000 *Do not share this number with candidates*
Bonus> 30% annual bonus plus 30% long term (Stock)

Relocation: Yes

Travel: 15%

of Reports: 4 direct, about 50 indirect

