



Applications are invited from suitably qualified candidates for the following position

Strategic Procurement and Supply Chain Manager
Finance Unit
Permanent Contract

Overview

Dublin City University (www.dcu.ie) is a research-intensive, globally-engaged, dynamic institution that is distinguished by both the quality and impact of its graduates and its focus on the translation of knowledge into societal and economic benefit. DCU prepares its students well for success in life, and in the workplace, by providing a high-quality, rounded education appropriate to the challenges and opportunities of the 21st century. As Ireland's University of Enterprise and Transformation, DCU is characterised by a focus on innovation and entrepreneurship and a track-record of effective engagement with the enterprise sector, including commercial, social and cultural enterprises. Excellence in its education and research activities has led to DCU's consistent position in the rankings of the world's top young universities.

Overview of the department

The Finance Office has overall responsibility for the financial environment within the University and provides a comprehensive range of services to DCU Faculties, Schools, Research Centres, Support Departments and thirteen wholly owned commercial companies.

Role Profile

This Strategic Procurement and Supply Chain Manager role is a key role in the Finance Office team to support the University and the DCU Commercial Group of companies in the achievement of the DCU Group's strategic objectives.

Duties and Responsibilities

Please refer to the job description for a full list of duties and responsibilities associated with this role.

Qualifications and Experience

Essential Criteria:

Candidates must have a Primary Degree or equivalent (NFQ Level 7) in an appropriate area
Candidates must have five years' relevant experience in a similar senior role in an organisation with similar scale and complexity.

Desired Criteria

Other key attributes include;

- Be an experienced Procurement professional with relevant qualifications.
- A thorough understanding and experience of public procurement is a prerequisite of the role.
- Significant experience in a similar senior role in an organisation with comparable scale and complexity.
- Demonstrated ability to lead and manage within a fast paced dynamic and changing environment.
- A strategic planner with a track record in clearly setting, monitoring and achieving goals.
- Proven ability to achieve continuous process improvement in procurement and supply chain management.
- Comprehensive knowledge of the management information required for an effective procurement and supply chain management process.

Personal Characteristics

- Strong attention to detail
- Excellent interpersonal, written and oral communication skills
- Initiative and ability to work independently
- Excellent influencing, persuasion and negotiating skills
- Ability to build positive relationships with colleagues in the DCU group and key external stakeholders
- Excellent leadership skills
- Demonstrable problem solving ability
- Have a strong customer focus.

Mandatory Training

The post holder will be required to undertake the following mandatory compliance training: Orientation, Health & Safety and Data Protection (GDPR). Other training may need to be undertaken when required.

Salary Scale:

Administrator II - €58,580 - €93,240.

**Appointment will be commensurate with qualifications and experience and in line with current Government pay policy*

Closing date: Friday, 8th January 2020

Informal Enquiries in relation to this role should be directed to:

Ciaran McGivern, Director of Finance, Finance Unit, Dublin City University.
Email: Ciaran.mcgivern@dcu.ie

Application Procedure:

Application forms are available from the DCU Current Vacancies website at

<https://www.dcu.ie/hr/vacancies-current-vacancies-external-applicants> (external applicants)

Applications should be submitted by e-mail with your completed application form to hr.applications@dcu.ie

**Please clearly state the role that you are applying for in your application and email subject line:
Job Ref #BC1401 Strategic Procurement and Supply Chain Manager**

Dublin City University is an equal opportunities employer.

In line with the Employment Equality Acts 1998 – 2015, the University is committed to equality of treatment for all those who engage with its recruitment, selection and appointment processes.

The University's Athena SWAN Bronze Award signifies the University's commitment to promoting gender equality and addressing any gender pay gaps. Information on a range of university policies aimed at creating a supportive and flexible work environment are available [in the DCU Policy Starter Packs](#)