



## Position description

<b>Position title</b>	Senior Strategic Procurement Lead
<b>Group / Branch</b>	Strategic Procurement
<b>Reports to (Title)</b>	Senior Procurement Manager
<b>Competency level</b>	Individual Contributor

## Job Purpose

The Senior Strategic Procurement Lead is a senior advisory and delivery role that partners with business units to plan, source, contract, and manage suppliers to maximise organisational value. It drives category strategies, leads complex sourcing events, and embeds strong contract and supplier performance frameworks, while uplifting procurement capability and strengthening governance, compliance, and value delivery.

The role enables efficient and resilient service operations through proactive commercial planning and deep business engagement to optimise supplier arrangements and support uninterrupted delivery of essential water services. It focuses on delivering commercial value, continuous improvement, and strong supplier relationships, and is accountable for executing category and sourcing strategies, achieving value-for-money outcomes, and ensuring compliance with South East Water's internal governance and the Victorian Government Purchasing Board (VGPB) framework.

## Key Accountabilities

### Strategic Procurement & Category Management

- Own and update category strategies for allocated spend areas.
- Conduct market analysis, supplier mapping, and cost-driver analysis.
- Recommend sourcing and commercial models aligned to business objectives.

### End-to-End Sourcing

- Lead end-to-end sourcing events, including RFx development, evaluation, negotiation, and recommendation reports.
- Facilitate evaluation panels and ensure transparent, defensible decision-making.

### Contract Management

- Support contract development, ensuring clear deliverables, KPIs, governance forums, and commercial protections.
- Assist contract owners with performance reviews, variations, and issue resolution.

### Supplier Relationship Management (SRM)

- Implement SRM frameworks ensuring suppliers are monitored, evaluated, and engaged in performance discussions.
- Drive value-add opportunities with key and strategic suppliers.



### **Stakeholder & Business Partnering**

- Provide expert commercial advice at all stages of the procurement lifecycle.
- Engage early with stakeholders to shape scope, requirements, and procurement strategy.
- Educate stakeholders on process, compliance obligations, and value levers.

### **Value Creation**

- Embed sustainability, social procurement, circular economy, and innovation opportunities into category strategies and sourcing events.
- Identify commercial opportunities that go beyond cost — such as service enhancements, demand optimisation, and technology enablement.

### **Governance & Reporting**

- Prepare procurement sourcing and evaluation plans, evaluation reports, exemptions, and approval documents.
- Report on category performance, sourcing pipeline, risks, and benefits.

## **Knowledge, Skills & Experience**

### **Knowledge required to perform at a competent level in this role**

- Strong understanding of market analysis across relevant categories.
- Strong understanding contract management lifecycle.
- Strong understanding of category management and strategic sourcing process.
- Knowledgeable in contemporary procurement practices, government or regulated procurement frameworks and commercial governance requirements.

### **Skills and experience required**

#### **Technical Skills**

- Strong commercial, strategic, and analytical capability, with the ability to interpret markets, identify value opportunities, and translate insights into effective sourcing and category strategies.
- Proven experience delivering end-to-end strategic sourcing, including market analysis, RFx development, evaluations, negotiations, award, and transition.
- Skilled in contract development and negotiation, including risk allocation, scope definition, and reviewing/amending clauses in collaboration with Legal.
- Demonstrated Supplier Relationship Management (SRM) capability, including governance frameworks, performance monitoring, corrective actions, and continuous improvement.
- Proficient in commercial analysis, cost modelling, and total cost of ownership assessments.
- Strong understanding of Victorian Government procurement frameworks and public-sector obligations.

#### **Behavioural Skills**

- Excellent communication and people skills, with the ability to convey complex commercial information clearly and confidently.



- Influential and collaborative, able to engage stakeholders at all levels and guide cross-functional decision-making.
- Strong problem-solving ability and commercial thinking, with a proactive, customer-centred approach.
- Highly organised, able to manage competing priorities in a fast-paced, complex environment while maintaining high standards of governance and quality.

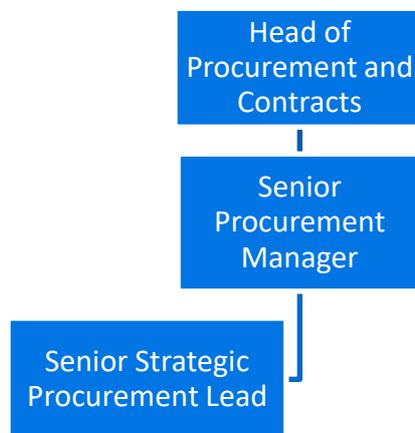
### Qualifications

- Bachelor's degree in Business Management, Engineering, Supply Chain Management, or a related field
- Minimum of 5 years working in procurement, category management, commercial advisory, or similar strategic roles.

## Dimensions

### Organisational Chart

The organisational chart below outlines the reporting structure for this role, including the direct people leader and any employees that report directly to the role.



### Number of people managed:

No direct reports under this position

### Size of budget managed:

No direct budget managed

### Value of Assets managed:

No direct assets managed.

### Ensuring a sustainable, resilient organisation:

N/A