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| **Senior Procurement Manager** | |
| **Location** | Amsterdam / Cambridge |
| **Reports to** | Head of Procurement |
| **Hours** | Amsterdam 32 - 39 hours / Cambridge 32 - 37,5 hours |
| **Contract** | After an initial 12-month contract, this is intended to become a permanent role |

**Purpose and Context**

Reporting to the Head of Procurement this role is a member of the Procurement team in Amsterdam or Cambridge office.

The Senior Procurement Manager plays a key part in delivering strategic, compliant, and value-driven procurement at GÉANT. The role operates across two dimensions:

* **Internally**, by managing procurements and procurement-related activities that support the operational needs of GÉANT as an association.
* **Externally**, by leading aggregated procurements on behalf of the broader National Research and Education Network (NREN) and Research & Education (R&E) community across Europe.

You are responsible for executing public tender procedures, ensuring full compliance with applicable European and Dutch procurement regulations, as well as GÉANT’s internal policies. Beyond compliance, your focus is on achieving strategic outcomes—delivering value, supporting innovation, and aligning procurement with GÉANT’s strategy and vision.

As a senior member of the team, you work closely with your colleagues to strengthen the procurement function and foster a culture of professionalism, collaboration, and continuous improvement. You act as a mentor and coach to more junior team members, supporting their growth and development, and you serve as a trusted sounding board to the Head of Procurement, contributing strategic insights and helping shape the team’s direction.

Through your work, you directly contribute to GÉANT’s mission of empowering research and education through advanced connectivity and services. By delivering high-quality procurement outcomes, you help ensure that GÉANT—and the European R&E community—can access the technologies, services, and partnerships required to innovate, collaborate, and lead on a global stage.

**Responsibilities**

* **Serve as one of the primary authorities within GÉANT on procurement matters**: Take ownership as an expert resource in procurement. Advising colleagues, senior management, and the broader GÉANT community on all procurement matters, ensuring compliancy with European and Dutch public procurement legislation.
* **Plan and execute procurement procedures**: You manage the full procurement cycle, from planning and coordinating future tenders to executing them. For the most part these will be above the threshold European tenders.
* **Lead spend categories**: Develop and maintain category strategies, engage with key stakeholders, and implement procurement actions that align with strategic goals.
* **Stakeholder Engagement and Management:** Work cross-functionally with operations, legal, finance,program teams and the broader R&E community.
* **Manage supplier relationships** **& performance management**: Develop and maintain effective relationships with suppliers and contractors. Ensure performance, compliance, and value delivery from key suppliers to GÉANT and the wider GÉANT community.
* **Drive revenue and achieve savings through procurement**: Identify and support opportunities where procurement activities can generate income and savings for GÉANT.
* **Grow procurement capacity**: Collaborate, share best practices, and exchange knowledge to support the growth of procurement within GÉANT and the NREN community.
* **Contribute to risk management and governance**: Identify procurement-related risks and help develop mitigation strategies to ensure transparency and good governance.
* **Enhance procurement function**: Lead and mentor buyers and foster a culture of ethical procurement and continuous improvement for tools, processes, and policies, especially in areas like sustainability.
* **Take on additional duties**: Carry out other tasks as needed within the scope of the role.

**Working Arrangements**

GÉANT operates a flexible hybrid working model, combining remote and office-based work. For this role, you will be expected to work from the office two to three days per week. This arrangement may change based on the needs of the business.

**Business Travel**

Occasional travel will be required as part of this role primarily withing Europe but may require travel worldwide.