

## Indirect Procurement Manager

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Company: AVEDA

Location: Machelen

Category: computer-and-mathematical

About The Estée Lauder Companies Inc. The Estée Lauder Companies Inc. is one of the world's leading manufacturers, marketers, and sellers of quality skin care, makeup, fragrance, and hair care products. The company's products are sold in approximately 150 countries and territories under brand names including: Estée Lauder, Aramis, Clinique, Lab Series, Origins, M·A·C, La Mer, Bobbi Brown, Aveda, Jo Malone London, Bumble and bumble, Darphin Paris, TOM FORD BEAUTY, Smashbox, AERIN Beauty, Le Labo, Editions de Parfums Frédéric Malle, GLAMGLOW, KILIAN PARIS, Too Faced, Dr.Jart+, and the DECIEM family of brands, including The Ordinary and NIOD. About the Role As the Affiliate Indirect Procurement Manager, you will play a crucial role in executing procurement activities across all Indirect Spend categories, managing business-driven and procurement-sourced requests within affiliates. You will actively engage with local stakeholders, fostering integrated and aligned stakeholder management across Procurement. As a key team member in the Affiliate Delivery (Virtual Procurement Hubs), your responsibilities as an Indirect Procurement Manager include executing day-to-day sourcing activities and handling unplanned or reactive business-led buying activities to maximize procurement impact and savings realization. Responsibilities: Conduct Business Partnering with Local Stakeholders: Provide high-quality service to day-to-day stakeholders and serve as the general point of contact for Procurement topics. Understand local needs, objectives, and priorities to enhance cost, service, and quality of spend covered. Support Category Management Activities Identify opportunities for the Category and Supplier Relationship Management team. Support local implementation and adherence to Category initiatives, ensuring savings realization and addressing whitespace.

Deliver Supplier Relationship Management Activities Perform supplier management activities for local suppliers or the local aspect of regional/global supplier relationships, as aligned with the Category and Supplier Relationship Management team. Deliver Category Strategy Execution and Sourcing Projects Conduct sourcing activities focused on executing and implementing large business-initiated or major projects aligned with Category Strategy guides. Manage the execution of local or cross-affiliate projects in collaboration with the Hub Procurement Manager and Category Management team. Deliver Tactical Procurement Execution and Support Manage day-to-day procurement process requirements and delivery support, including implementation and savings realization. Support Transactional Procurement Efficiencies Support stakeholder handover to Transactional Procurement Manage the conversion of project outcomes into relevant content and buying channel implementation. Deliver Change Management Activities Support various transformational Procurement projects, such as new Indirect Policy implementation. Drive change and ensure Procurement goals and processes move toward excellence. Qualifications Professional qualifications and experience Excellent level of English Professional Purchasing or Procurement Certification is desirable (NEVI) 5-8 years' experience in Indirect Procurement and managing purchasing activities in corporate categories and/or Advertising and Promotions (Sales & Marketing) and Visual Merchandising (POS) Proven track record of implementing and executing sourcing projects. Sourcing, negotiation, and contracting skills Project Management experience Ability to communicate with suppliers and senior management. Experience with / and usage of Procurement technology i.e., SAP and SAP Ariba Personal qualifications Result and execution focused. Excellent communication skills – able to inform/influence people at all levels. Experienced in managing internal customer relationships and resistance. Flexible and willing to drive change. Ability to work independently and structured within a matrix organization. Smoothly handles multiple demands, shifting priorities and rapid change – ability to identify and prioritize critical activities. Excellent organization, time management and follow-up skills Eye for detail – precise analysis of figures (analytical and numeric skills) Works with others towards shared goals - collaborates and shares information. What's in it for you? A job where colleagues become family? Welcome to the Estée Lauder Companies! You will receive an attractive salary in line with your experience and competencies. In addition, you will receive various extra-legal benefits. And what about constant learning? It goes fast at the Estée Lauder Companies. With training, both on the job and through MyELCLearningHub, you get the space to do

so. Are you interested in the above position? Then apply immediately and find out what your opportunities are at the Estée Lauder Companies! #LI-AZ1 #LI-AZ1 Job: Purchasing/ Procurement/ Materials Management - Supply Chain Primary Location: BE-VBR-Diegem Job Type: Standard Schedule: Full-time Shift: 1st (Day) Shift Job Number: 244642

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