

Functional area: Procurement/Commercial

Grade: A1

Specialist/ Advisory role? Yes

Department for
International
Development.Procurement
and
Commercial
Department

The Department for International Development DFID is seeking highly experienced and effective senior commercial professionals to help the organisation increase its commercial capability and contribute to its goal of eradicating extreme poverty. These roles require senior level leadership experience with the ability to drive transformational change and a performance culture, and deliver significant business benefits.

Further to a recent commercial capability review DFID is recruiting a number of Senior Commercial Specialists to join the Procurement and Commercial Department. We are looking for inspiring individuals with strong functional backgrounds and skills, who understand senior stakeholder needs, and can span functions. The Senior Commercial Specialists will be whole systems thinkers, thought leaders, innovators and shapers of future commercial services, whilst leading and driving forward commercial capability.

The Senior Commercial Specialists will cover areas such as:

- Lead and manage the allocation of commercial resource to support the achievement of the department's commercial objectives and priorities
- Drive commercial capability across the organisation to ensure commercial best practice is applied to deliver greater development impact.
- Devising, developing and implementing tailored commercial strategies to deliver improved results
- Establishing effective Strategic Relationship Management across DFID's business partners/suppliers
- Improve the impact on poverty reduction on every UK pound spent
- Planning for sustainable delivery in future years and support rapid response to emergency/crisis priorities

Based in East Kilbride - Glasgow, senior opportunities exist to lead teams in our Thematic, Market Creation, Programme Sourcing, Complex Transactions, and Commercial Delivery Manger. There is also a Business Partner opportunity which will liaise between Procurement & Commercial Department and senior directorate executives.

Team specialisms in each of these areas include:

Thematic & Market Creation

- Strategic sourcing and in-depth category management expertise
- Key relationship management
- Market creation and supply base development
- Driving commercial improvement with suppliers and development partners

Programme Sourcing

- Provide expert, strategic sourcing service to the DFID organisation via allocated regional teams
- Commercially influencing project design via effective early market engagement.
- Application of full suite of public procurement routes
- Applying best practice contract management principles

Complex Transactions

- Delivery of high value complex procurements
- Negotiation and dispute resolution
- Deal structuring & complex commercial modelling
- Leading complex negotiation processes

Commercial Delivery Managers

- Deliver the commercial objectives and priorities for business unit/s
- Building and improving the commercial capability of front line non-commercial staff as part of wider transformational programme.
- Senior stakeholder influencing and management
- Influencing front line commercial activities via structured market engagement and contract management practice.

Business Partner

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| | <ul style="list-style-type: none"> Operate as a trusted advisor to the senior executive team (Director General, Directors and Deputy Directors) by providing expert commercial advice and challenge on strategic, complex and key investment decisions and contracts. Introduce the Commercial performance management regime that assesses business area, own team, and wider Commercial performance. Lead and manage the allocation of commercial resource to support the achievement of the Directorate's commercial objectives and priorities. |
| Key responsibilities | <p>All roles, regardless of specialism, will require the same high standard of commercial acumen, the ability to demonstrate a strategic perspective, and have responsibility for delivering key business priorities. They require a results focussed individual who will have responsibility for building collaborative relationships.</p> <p>Post holders need to be able to:</p> <ul style="list-style-type: none"> Develop and leverage effective relationships with key internal and external senior stakeholders including a wide range of networks across government Demonstrate senior leadership, influencing and driving transformational change and commercial thought leadership Lead & manage a team (either directly or as a virtual team) to deliver improved value for money (VfM) for DFID Engage with senior stakeholders to develop a clear and agreed view of business requirements and target outcomes Provide commercial guidance at senior management (Director) level, securing engagement and business buy- in and develop and implement robust commercial strategies for directorates and spending departments Bring understanding of market and commercial drivers to support policy development and programme design teams to build and shape markets, and drive delivery partner innovation Challenge strategies and business cases, where appropriate, to improve outcomes |
| Requirements | <p>We are seeking individuals with the following areas of commercial experience and expertise:</p> <ul style="list-style-type: none"> Graduate calibre and/or qualified by experience, ideally with relevant post-graduate or professional qualifications An MCIPS qualification is highly desirable, but consideration will be given to candidates who demonstrate this level of required knowledge through work experience ,or have a similar professional membership Proven track record in project delivery to deadlines and targets. Particular understanding of the implications of decisions across the full life cycle of a project or commercial arrangement. Flexibility, willingness and ability to adapt to change including willingness to travel both in the UK and overseas. <p>Experience in several of the areas below:</p> <ul style="list-style-type: none"> Strategic sourcing and Category management Procurement process management Strategic supplier and partner management Supply chain improvement Senior partner organisation relationship management Capability and performance improvement Leadership management and inspiration of a commercial team including delivery of appraisals and development plans Project and programme management Effective drafting of innovative business plans and executing them in a decisive manner |

| Civil Service Competences | In this role, this means... |
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| Seeing the Bigger Picture | Being able to understand and anticipate how commercial activities will impact the delivery of aid programmes and the wider political context of international development |
| Changing & Improving | Being able to influence colleagues and existing processes to create new solutions which improve efficiency and effectiveness, with sensitivity and awareness of the effects of change |
| Collaborating & Partnering | Working together with suppliers and other delivery providers to create solutions which neither party could effectively deliver alone |
| Delivering at Pace | Delivering results to tight timescales, being able to make progress on multiple strands of work and able to prioritise competing demands |

| | | Indicative level | |
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| Government Commercial Professional Standards competences - | | Level | Comments |
| 1. | Business Acumen and Commercial Judgement | Associate Commercial Specialist | Please refer to the Government Commercial Function, People Standards for the Profession |
| 2. | Leadership Skills and Capability | Associate Commercial Specialist | Please refer to the Government Commercial Function, People Standards for the Profession |
| 3. | Strategy & Policy Development | Associate Commercial Specialist | Please refer to the Government Commercial Function, People Standards for the Profession |
| 4. | Understanding Needs and Sourcing Options | Associate Commercial Specialist | Please refer to the Government Commercial Function, People Standards for the Profession |
| 5. | Contract & Supplier Management) | Associate Commercial Specialist | Please refer to the Government Commercial Function, People Standards for the Profession |