

Functional area: Procurement/Commercial

Grade: A2

Specialist/ Advisory role? Yes

Department for
International
Development.Procurement
and
Commercial
Department

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

Further to a recent commercial capability review DFID is recruiting a number of Commercial Specialists to join the Procurement and Commercial Department. We are looking for individuals with strong functional backgrounds and skills, who can understand customer needs, influence effectively, span functions to be whole systems thinkers, innovators, and shapers of future commercial services.

These individuals will cover areas such as:

- Devising, developing and implementing tailored commercial strategies to deliver improved results and impact
- Support delivering key commercial objectives of the organisation in areas such as: market creation & engagement, strategic sourcing, contract management, supply chain management, strategic relationship management across DFID's business and its partners
- Improving the impact on poverty reduction for every UK pound spent by maximising Value for Money
- Operate as an expert advisor to teams & business units by providing expert commercial advice on investment decisions

Based in East Kilbride - Glasgow, opportunities exist in our Thematic & Market Creation, Programme Sourcing, Complex Transactions and Capability & Performance teams. Opportunities also exist in our Commercial Delivery Manger network which supports front-line business units. Specialism in each of these areas include:

Thematic & Market Creation

- Strategic sourcing and in-depth category management expertise
- Key relationship management
- Market creation
- Appreciation of private sector development issues and trade offs

Programme Sourcing

- Provide expert, strategic sourcing service to the DFID organisation
- 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 experience
- Leading complex negotiation processes

Capability & Performance

- Procurement and commercial capability improvement across the entire organisation, benefits realisation, recruitment and retention
- EProcurement and business intelligence for effective procurement and reporting
- Ensures policy, guidance and the processes followed are compliant with all legislation.
- Coordinating and managing many improvement projects

Commercial Delivery Managers

- Deliver the commercial objectives in line with business unit strategy
- Understanding of business context and front line delivery
- Senior stakeholder influencing and management
- Influencing front line commercial activities via structured market engagement and contract management practice

Key responsibilities	<p>All roles, regardless of specialism, will require the same high standard of commercial acumen, demonstrable experience of delivering excellent results in a commercial role and a high standard of leadership behaviours and competency. Post holders need to be able to:</p> <ul style="list-style-type: none"> • Demonstrate leadership, influencing and driving transformational change and commercial thought leadership • Engage with senior stakeholders to develop a clear and agreed view of business requirements and target outcomes. • Provide commercial guidance to the business, securing engagement and buy- in • Develop and leverage effective relationships with key internal and external stakeholders and develop and implement robust commercial strategies for 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 sourcing strategies and business cases where appropriate to improve outcomes
Requirements	<p>We are seeking individuals with the following areas of experience and expertise:</p> <ul style="list-style-type: none"> • Graduate calibre and/or qualified by experience • An MCIPS qualification is highly desirable, but consideration will be given to candidates who demonstrate this level of required knowledge through work experience and are willing to study to attain MCIPS • 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 & category management • Procurement processes management • Strategic supplier and partner management • Supply chain improvement • Organisational relationship management • Capability and performance improvement • 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...
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

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

5. Contract & Supplier Management	Commercial Lead	Please refer to the Government Commercial Function, People Standards for the Profession
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