

Procurement Analyst at M-Kopa Solar

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Company: JobWebKenya

Location: Kenya

Category: business-and-financial-operations

Job Description

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M-KOPA's mission is to make high quality energy affordable to everyone. OUR GROWTH SO FAR... M-KOPA has connected more than , homes in Kenya,Tanzania and Uganda to solar power with over new homes being added every day.

Job Purpose:

We are looking for a Procurement Analyst to contribute to the success of our organization's procurement function. You have experience with data analysis, and driving cost efficiencies. You will report to the Senior Sourcing Manager.This is a #LI-Hybrid" role.

Main Responsibilities

Data Analysis: You will analyze data related to procurement activities, including supplier performance, pricing trends, market conditions, and contract compliance.

Reporting: You will prepare comprehensive reports, dashboards, and presentations to present main insights to stakeholders, management, and executive teams.

Procurement Strategy: You will help develop and implement procurement strategies to increase cost efficiencies, streamline processes, and improve supplier relationships.

Supplier Evaluation: You will evaluate existing and potential suppliers based on criteria such as quality, delivery performance, pricing, and overall value. Provide recommendations for supplier selection and ongoing performance management.

Contract Management: You will support contract negotiations, review contract terms and conditions, and ensure compliance with contractual obligations. Identify opportunities for contract consolidation and standardization.

Cost Analysis: You will conduct cost analysis to identify areas of cost reduction, cost avoidance, and cost recovery. Collaborate with cross-functional teams to implement cost-saving projects.

Market Research: You will monitor market trends, industry best practices, and new technologies to identify opportunities for innovation and competitive advantage.

Process Improvement: You will identify opportunities for process improvements within the procurement function. Recommend and implement solutions to enhance efficiency, accuracy, and effectiveness.

Stakeholder Collaboration: You will collaborate with internal stakeholders, such as finance, operations, and legal teams, to ensure alignment of procurement activities with our goals.

Compliance: You will ensure compliance with relevant procurement policies, procedures, and regulatory requirements. Identify and mitigate procurement-related risks.

Qualifications

Bachelor's degree in Business Administration, Supply Chain Management, Finance, or a related field. A master's degree or relevant certifications (e.g., CSCP, CPIM).

Experience as a Procurement Analyst or in a role within procurement, supply chain.

Ability to collect large datasets. Proficiency in data visualization and reporting tools (e.g., Excel (can maintain complex spreadsheets), Tableau) is required.

Experience with procurement processes, sourcing strategies, and supplier management.

Familiarity with procurement software systems or enterprise resource planning (ERP) systems is desirable.

Knowledge of industry trends, best practices, and regulations related to procurement and supply chain management

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