

## Strategic Procurement Lead – ESA at Sun King (Formerly Greenlight Planet)

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Company: JobWebKenya

Location: Kenya

Category: business-and-financial-operations

### Job Description

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Greenlight Planet is on a mission to revolutionize rural energy access for the 1.5 billion off-grid villagers who use dirty, dangerous kerosene lanterns for light. In four years we've sold 1.6 million solar lights to off-grid families in South Asia and Africa— all paid for up-front, in cash— the latter 1 million customers acquired over the past year. Our products were recognized recently as 'the best solar lamp' in the Economist. Uniquely, we sell our life-changing Sun King solar home lights to off-grid families in India and Africa through a massive direct sales force of trusted, village-level sales agents that penetrate deeply into rural markets to promote our products home to home and build trust in our brand at a micro level. Today 5, active Saathis bring clean, safe light to > 40, new off-grid homes each month. We're now expanding our distribution network from three states to the whole of rural India and East Africa, an under-penetrated market of half a billion emerging consumers. And we are releasing more trustworthy, aspirational products to keep our network busy. Specialties Rural marketing, Solar lighting, India, Africa

### Summary

We are looking for a dedicated and passionate Procurement Lead who will be responsible for the development and analysis of procurement data to support strategic decision making within the organisation. The role will involve working with internal stakeholders to understand their requirements, conduct market research, evaluate supplier proposals and provide strategic recommendations to relevant stakeholders including the management. In

addition, the Procurement Lead will be responsible for auditing all procurement activities and ensuring compliance with organizational policies and procedures.

### **What you would be expected to do**

#### **Develop standardized procurement policies**

Establish, analyse and optimise the business's procurement strategy ensuring alignment with business goals

Manage the company's procurement policy

Define digital procurement processes and initiatives

#### **Lead collaboration with stakeholders and internal teams**

Partner with stakeholders, executive leaders and department heads to understand business needs

Establish requirements, scope and criteria for procurement projects

#### **Analyse procurement data**

Collect and interpret procurement data including cost analysis reporting, procurement activity, trends and spending.

Benchmark spend, RFP data and return on investment

Analyse past procurements with an aim of identifying top most impactful/high value/high risk procurement items in each of the ESA countries as well as provide strategic procurement approach to achieve value for money

#### **Optimise procurement processes**

Perform regular reviews/audits of established procurement processes to ensure continuous improvement

Refine policies, due diligence questionnaires and all procurement templates

Audit and/or investigate end to end procurement processes to determine process adherence, identify any control gaps and provide actionable recommendations

Audit vendor performance and compliance with set contractual terms

#### **Market Research and Risk Mitigation**

Develop risk management procedures to mitigate losses in the event of product shortages

Perform market research and compile information on price trends

**You might be a strong candidate if you**

Possess a Bachelor's Degree in business, procurement, finance and accounting, computer science. An MSC is an added advantage

Have a minimum of 5 years experience in data analysis, supply chain operation and/or procurement analysis.

Are proficient with Microsoft Office Suite, especially Excel, google sheets, power point.

Have deep understanding of spreadsheet/reporting manipulation, including pivot tables, functions.

Have an exemplary leadership and negotiation abilities.

Are experienced with Enterprise Resource Planning tools and programs.

Have solid cost analysis skills.

Are honest, trustworthy and possesses a high degree of personal integrity and professionalism.

Demonstrate sound judgement, excellent analytical, interpersonal, communication, presentation and reporting skills

Able to work remotely under minimal supervision

Are experienced working in a multicultural environment

Are passionate about working with rural, off-grid consumers and resolving their issues

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