

JOB TITLE	Supply Chain Manager
LOCATION	Guyana, South America
EMPLOYMENT	Permanent

DESCRIPTION OF FUNCTION

The Supply Chain Manager leads the end-to-end procurement and contracting function to ensure reliable, compliant, and cost-effective delivery of goods and services supporting onshore and offshore E&P; operations. This role is accountable for commercial strategy, contract lifecycle management, supplier performance, and team capability development while ensuring alignment with international oil & gas standards, local content requirements, and operational urgency.

JOB RESPONSIBILITIES

Procurement & Contracting Leadership

- Lead sourcing strategies for goods and services supporting marine, logistics, warehousing, and infrastructure operations.
- Oversee full procurement and contract lifecycle management including but not limited to strategy, tendering, negotiation, award, administration, and close-out.
- Ensure procurement of goods and services contracts are commercially robust, risk-balanced, and aligned with client expectations.
- Drive competitive bidding processes (RFPs, RFQs, ITTs) with strong governance and audit readiness.

Commercial & Cost Management

- Deliver measurable cost savings and value through strategic sourcing and negotiations.
- Develop and execute category strategies for logistics services, equipment, construction, and maintenance.
- Conduct cost analysis, benchmarking, and should-cost modeling where applicable.
- Balance cost, risk, and service reliability in a high-consequence operational environment.

Supplier & Stakeholder Management

- Build and manage a high-performing supplier base both locally and internationally.
- Implement supplier performance management frameworks including KPIs and scorecards.
- Collaborate closely with Operations, Finance, Projects, and HSE teams.
- Act as a key commercial interface with major clients and critical vendors.

Governance, Compliance & Risk

- Ensure compliance with local content regulations, client standards, and internal controls.
- Identify and mitigate commercial, contractual, and supply chain risks.
- Establish and enforce procurement policies, procedures, and controls.

Team Leadership & Capability Development

- Lead, coach, and develop a relatively junior procurement team.
- Build commercial acumen in negotiation, supplier management, and risk awareness.
- Set KPIs, development plans, and succession pathways.
- Foster a culture of accountability, urgency, and continuous improvement.

Systems, Processes & Continuous Improvement

- Improve procurement processes, templates, and workflows.
- Drive digitization and effective use of ERP/procurement systems.
- Establish data-driven reporting for spend analytics and cycle time performance.
- Support scalability for future expansion projects and operational growth.

Logistics & Supply Chain Oversight

- Provide oversight of inventory strategy, international logistics, customs, and warehouse coordination.
- Ensure alignment between procurement decisions and operational execution.

CAPABILITY PROFILE; KNOWLEDGE, SKILLS AND EXPERIENCE

- Bachelor's degree in Supply Chain, Business, Engineering, or related field.
- MBA or Master's degree is an advantage.
- Professional certifications such as CIPS or CPSM preferred.
- 8–12+ years in Supply Chain with strong emphasis on procurement and contracting.
- Experience in oil & gas, energy, marine logistics, or industrial operations.
- Proven track record managing complex contracts and supplier relationships.
- Strong knowledge of contract management and strategic sourcing.
- Familiarity with ERP systems such as SAP, Oracle, or equivalent.
- Understanding of local content requirements and compliance frameworks.
- Ability to coach and elevate junior professionals.
- Maintain a balance between urgency, governance, and commercial disciplines.
- Strong negotiation and influencing skills.