NHS Lothian is the second largest health board in Scotland and provides a comprehensive range of primary, community-based and acute hospital services, employing over 24,000 staff providing healthcare services to 800,000 people in Edinburgh, Midlothian, East Lothian and West Lothian.

NHS Lothian’s Procurement Department is looking for 1 enthusiastic Procurement Team Lead to consolidate its development into a centre of excellence. They will join a high-achieving, ambitious and supportive team, dedicated to providing our clinicians with value-added procurement solutions and the very best care for our patients.

Reporting to the Assistant Procurement Managers, the role is a permanent position and the successful candidate will oversee the day to day operations and the management of staff within our Category Teams and help us effectively to implement our strategic sourcing workplan.

The Procurement Team Lead will work with colleagues across the organisation including clinical staff to provide the procurement solutions that ensure the very best care for our patients and wider finance colleagues to drive value-for-money and cost-effective outcomes. They will also work with colleagues from other boards and National Procurement to develop optimal procurement solutions on a regional and national basis.

NHS Lothian adopts an agile working approach allowing for home and office working.

**How you will make an impact:**

* **Engage with stakeholders to identify service improvement opportunities**
* **Lead on tendering projects**
* **Manage supplier performance through supplier management meetings**
* **Ensure that Scottish public sector procurement and local procurement policies are followed**
* **Shape future national frameworks**

**Required skills and experience for the role:**

* **Strong communication skills**
* **Experience of working in procurement**
* **Data analysis skills**
* **Customer centred approach**
* **Work with autonomy and meet deadlines**
* **Proficient Microsoft Office skills**
* **Proven track record of managing people**

**You will excite us if you:**

* **Demonstrate influencing skills**
* **Have a proven track record of change management**
* **Have an understanding of business assurance processes**

**Perks and benefits:**

* **A minimum of 27 days annual leave (pro rata) increasing with service**
* **Eight public holidays (pro rata) per year**
* **Flexible, family-friendly working arrangements with a focus on work life balance**
* **Access to staff benefits and promotions**
* **Equal opportunities in employment**
* **Career progression opportunities and training**
* **Access to NHS Scotland pension scheme**

**Why NHS Lothian?**

NHS Lothian’s priority is delivering the best patient care. The Procurement department aides the clinical teams by supporting their needs to deliver the highest quality care whilst allowing for innovation and delivering best value. This rewarding post delivers a sense of achievement in supporting health locally and nationally.

You must have eligibility and entitlement to work in the UK which is required to be maintained throughout your period of employment. This must be evidenced in your application.

Available position:

* Team Leader (Band 5)

If you have any queries regarding the recruitment process or would like an informal discussion about the role, please contact:

Susan Thomson – Commodity Manager – Susan.H.Thomson@nhslothian.scot.nhs.uk – 07815 605472

Steven Ross-Bell – Commodity Manager – Steven.Ross-Bell@nhslothian.scot.nhs.uk – 07989 780561