

Procurement and Logistics Manager

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Company: Living Goods

Location: Kampala

Category: other-general

Role: Procurement and Logistics Manager.

Reporting to: Head of Finance and Administration.

Location: Kampala - Uganda.

About Us

Our Strategy for delivering high-quality, cost-effective community health through and with digitally empowered, equipped, supplied, supervised, and compensated CHWs requires that we continuously re-invent the way we work. Innovating incessantly and with swift responsiveness to global trends is a critical success factor for building a thriving and sustainable LG of today and tomorrow.

Over the last four years, Living Goods has become a more complex organization with multiple implementation modes, exciting opportunities in new countries, and new partnerships in existing countries. Furthermore, while we have delivered some strong work in technology over the last couple of years, we now need to go the extra mile beyond technology and ensure a much greater emphasis on government partnerships in the broader digital health space. We can only do this by building a great place to work where our teams thrive, grow, and deliver extraordinary results.

Purpose of role:

To oversee and manage LGU 's overall Procurement and logistics strategy and operations

to maximize process efficiency. Improve resource use and develop solutions to increase the organization's impact. Provide leadership to the logistics and procurement teams in Uganda.

Key Responsibilities:

Procurement:

Implement the supply chain strategy. Operationalize plans to ensure Living Goods Uganda has the supplier base and logistics service providers to support the growth plans in Uganda and to drive continuous process and systems improvements.

Oversee all procurement negotiations and bidding processes. Ensure Living Goods benefits from the lowest cost of goods to meet our margin goals while maintaining compliance and efficiency.

Build best-in-class processes to and multi-lateral funder requirements and minimize any potential for abuse and fraud in the procurement processes. Identify and monitor risks and proactively develop mitigation plans.

Provide advice and technical support to user departments in developing goods and service specifications for inclusion in requisition or request for proposal.

Oversee the performance management of preferred suppliers to ensure supply, service delivery, and pricing are as consistent and reliable as possible, including contracting where possible and appropriate.

Maintain complete and accurate supplier information by regularly updating information in the Supplier database and in the contract register.

Ensure product quality management processes are undertaken effectively, inclusive of scheduled lab tests and emergency recall response protocol for Living Goods products.

Logistics:

Working with the logistics team members and, continually assessing and improving Living Goods' logistics operations to be as efficient as possible. Manage costs for all logistics-related activities, monitor performance against budget, and conduct quarterly reviews that inform cost-effective options including distribution of goods.

Optimize central, warehousing by identifying the ideal, size, location, and layout to cater to Living Goods' inventor and keep stock handling costs as minimal as possible.

Oversee end-to-end inventory management including shrink monitoring, warehouse planning, and logistics across all Living Goods branches and warehouses to ensure efficiency, compliance, accurate reporting, and timely deliveries., and expired products in conformity with Living Goods policy and relevant waste management.

Manage LGU premises rental leases (search in case of new premise, lease signing, termination, renewals). Landlord relationship management, rent payment, tracking. optimize office security and staff welfare and hygiene environment.

Ensure all inventory forecasting and distribution planning achieves 90-100% stock in-stock rates with minimal off-plan deliveries and minimal expiries. Develop inventory management guidelines and training materials for branch teams and monitor compliance.

Other:

As a member of the Country Management team (CMT), contribute to developing and delivering the overall organizational objectives and long-term vision by supporting other departments and contributing to overall strategic progress.

Manage and Mentor all direct reports -procurement and logistics direct reports teams (facilities and logistics officer/assistant)

Manage, and develop the team in Uganda to meet organizational and individual goals.

Qualifications & Experience Required

Qualifications:

Bachelor's degree in supply chain management or a related field.

Master's degree in supply chain is an added advantage.

Professional Qualifications / Membership in professional bodies

Chartered Institute of Procurement and Supply Management/ Chartered Institute of Logistics and Transport or other professional supply chain or operation management organization.

Experience:

Minimum of ten (10) years relevant experience with three (3) years managerial level.

Competencies & Attributes:

Ability to analyze, comprehend, and articulate the operational goals and strategic plan of the organization to guide decision-making.

Leads the development of an operational plan contributing to the longer-term LGU strategy.

Provides leadership in effective management and stewardship of programs/business units.

Interpersonal and leadership skills and high levels of integrity.

Builds commitment through collaboration, consultation, and consideration of the stakeholders and the teams.

Experience in handling NGO related procurements.

Interpersonal skills.

Strong Negotiation skills.

Communication skills.

Analytical skills.

Relationship management skills.

Leadership skills.

Risk management skills.

Bilingual in French is a plus.

Living Goods is an equal-opportunity employer and will consider every qualified applicant for employment. Living Goods does not discriminate based on race, ethnicity, national origin, ancestry, religion, gender, sexual orientation, or disability.

Our current job openings are displayed on our website, where you can search for open positions and apply directly. Living Goods does not offer any positions without an interview and never asks candidates for money. If you are asked for money, we

strongly recommend that you do not respond and do not send money or personal information.

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