



Procurement Manager

Grade 10 (£34,834-£39,186)

Permanent, Full Time Position 37 hours per week, All-Year Round

Start Date: As soon as possible

We are seeking an experienced Procurement Manager to join our talented and hard-working central support team. This is an exciting opportunity for someone with a proven procurement background to develop their skills and experience within a growing organisation.

The Wessex Learning Trust is committed to appointing an individual who has:

- Excellent leadership, management, communication, and personal skills with a natural ability to build relationships.
- Extensive knowledge of procurement strategies, systems and legislation.
- Determination to ensure the implementation of systems, procedures and new contracts is highly effective.
- Good understanding of issuing and dealing with tenders.
- A commitment to ensure the safeguarding of all young people across the Trust estate.
- Ability to collaborate and inspire colleagues and demonstrate success as part of a leadership team.

It is an exciting time to join the Wessex family as we grow, we can offer:

- Professional induction, training and continued professional development opportunities.
- Staff benefits including reduced leisure centre membership and cycle to work scheme.
- A staff assistance programme with specialist provider, Carefirst who provide a 24/7 free phone helpline, or face-to-face counselling for every employee.
- 30 days holiday plus bank holidays.
- Local Government Pension Scheme with a generous employer contribution in excess of 20%, subject to pension eligibility criteria.

If you are a strategic thinker with the skills, ability, and determination to achieve and flourish within a superb Trust, we would be delighted to hear from you. If you wish to discuss the role informally prior to making an application, please contact the HR team on the email address below.

To apply for this position, please complete a support staff application form, (available on our website), together with a letter of application for the attention of Mr Gavin Ball (Chief Executive). Applications should be returned by email to HR@wessexlearningtrust.co.uk

Closing date: 4 March 2024 8am

Interview dates: 12 March 2024

The Wessex Learning Trust is committed to safeguarding young people and promoting the welfare of children, and all staff appointed will undergo online checks and be required to undertake an enhanced Disclosure and Barring Service Check