



## Notice of Position Opening Internal/External Full Time

Title: Procurement & Logistics Manager  
Posting Number: S-082  
Posting Date: September 8, 2023  
Reporting to: Financial Controller  
Grade Level: M1

Applications will be accepted up to September 22, 2023

Firestone Liberia is seeking an experienced Procurement & Logistics Manager to collaborate with various Heads of Departments to identify procurement needs and then have team independently evaluate options for procuring the right product, at the right cost and delivered at the right time. Additionally, this position will work within the Corporate Procurement guidelines while maintaining a culture of continuous improvement in product quality, work processes and procurement costs.

### Daily Responsibilities:

- Manage logistics complexity and provide solutions for optimal transport modes, routes or frequency to deliver lowest acquisition cost for purchased goods
- Support continuous improvement initiatives and identify inefficiencies and cost optimization opportunities
- Manage consolidators relationship and use insight for optimal procurement decisions
- Collaborate with Outbound Logistics team to manage freight forwarder & customs clearance service provider relationship and performance assessment
- Exhibit strategic sourcing and supplier selection on based data
- Work with user departments in delivering optimal procurement solutions (quality/time/cost)
- Supplier relationship management & performance assessments
- Manage risk and compliance to BSAM procurement, finance, and other applicable policies
- Ensure procedures for Contract negotiations with service providers are follow
- Manage, coach, and develop two distinct, integrated teams-Procurement and Inbound Logistics
- Work closely with the Inventory Management team to ensure right products are order at the right time.

### Experience & Education:

- The candidate should have a bachelor's degree in Procurement & Logistics or a relevant field.
- Minimum of 10 years' experience in Supply Chain or Managerial leadership.
- Master's degree +10 years of relevant experience including 5 years of management or leadership in Procurement or Supply Chain Management with experience in a developed as well as a developing country including Sub-Saharan Africa and agri-business is an added advantage
- Computer literacy should include Microsoft Excel.

### Technical Expertise:

- Proven work experience as a Procurement or Supply Chain Manager or similar role
- Knowledge of Procurement policies and procedures
- Hands-on experience with database systems and MS Excel
- Understanding of Supply Chain procedures and regulations
- Basic accounting skills
- Excellent organizational and time management skills
- Ability to supervise and train team members
- Problem-solving attitude

### Business Knowledge:

- Requires a strong understanding of international best practices, policies, and procedures of BSAM procurement, finance, and other applicable policies.
- Knowledge of current industry trends and practices in Procurement Management.

Send resume (max. 3 pages) to: [FSLBHR@bfusa.com](mailto:FSLBHR@bfusa.com)  
Human Resources Department, Firestone Liberia LLC  
Please reference this posting number on all documents: S-082

*M.A. Kofi-Soree*  
9/7/23

**NOTE: Only short-listed candidates will be invited.**