

Contract Manager

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Company: Enexa Partners

Location: Northern Ireland

Category: other-general

Senior Procurement Advisor - Capital Projects & Infrastructure
Location: Northern Ireland
If you are looking to join a dynamic and diverse team delivering large-scale Capital Projects, come and talk to us about the opportunities our client can offer you. To continue the successful growth of our Capital Projects Delivery team within their Consulting practice, they are looking for experienced, motivated Senior Procurement Advisors with prior experience in large scale procurements using different contracting models to join our team. In this role, you will play a pivotal part in advising and overseeing the procurement activities for construction and infrastructure projects, managing risks, and maximising project success. Their Capital Programme Delivery (CPD) team sits within their Transformation Delivery (TD) Consulting practice. This team is committed to delivering exceptional client services across a range of sectors including Energy, Utilities, Transport, Housing, and Healthcare. Their ambition is to become the Trusted Advisor for our clients in the procurement, construction, and operational phases of capital programmes by leveraging their people and their extensive industry experience. Existing partnerships and relationships. Their global experience across the Capital Programme Delivery (CPD) project lifecycle.

Role and Requirements: To continue to grow successful business, they are currently hiring Senior Procurement Advisors at all levels with a combination of Engineering/Procurement/Construction and Law/Contracts background. The ideal candidate will have relevant technical qualifications, but most importantly will have the strong interest in commercial and procurement matters as they relate to Capital Projects & Infrastructure. The Senior Project Procurement Specialist (Capital Projects) will be required to work closely with

other members Capital Delivery Team and Clients to advise on procurement strategies across a number of key capital projects. Responsibilities: Work directly with their infrastructure clients to provide best in class advice, guidance and specialist procurement knowledge to ensure our Clients competitive processes are aligned with the capacity and capability of the market, are comprehensive, and are fully compliant with UK/Irish and EU public procurement rules, guidelines and regulations as applicable. Support all aspects of procurement for our Capital Projects/Infrastructure Clients including the development and implementation of the procurement strategies, identifying procurement needs, developing procurement plans, managing a variety of competitive processes, reviewing supplier performance and negotiation of contracts. Conduct market analysis to assess capacity and capability of contracting organisations and the supply market to meet the needs of the buying organization. Analyse various forms of contract and provide advice on best procurement strategy to meet the needs of the client. Build and maintain positive and effective relationships, providing in-depth professional advice on procurement and sourcing strategies, the application of relevant policies, guidelines, and legislation. Collaborate with project teams to develop contract management plans aligned with project objectives, timelines, and budget constraints. Lead the contract formation process, including drafting, reviewing, and negotiating contracts with our client's subcontractors and vendors. Identify, assess, and mitigate contractual risks, working closely with project stakeholders to proactively address issues and minimise disruptions. Cultivate strong relationships with subcontractors, vendors, and other external partners, fostering collaboration and ensuring alignment with project objectives. Provide expertise and assistance across the their Capital Delivery Team on supplier and contractor management. Ensure competitive processes are compliant with all relevant policies, guidelines and legislation and that they are fit for purpose. Internal Responsibilities Assisting in client account management activities such as recruitment for the project team, managing financial aspects of client engagements, and quality and risk management. Building valued relationships with clients and colleagues to assist in generating new business Providing a supporting role in presentations and proposals for elements of medium to high complex projects to prospective and existing clients. Communicating effectively with senior management and working to build, manage and motivate high performing teams. Understanding all our service offerings and actively identifying opportunities to better serve clients. Building strong internal relationships within Consulting and across other service lines. Supporting team development activities, including: Coaching, and mentoring

activities. Conducting performance reviews and contributing to performance feedback. Contributing to people initiatives including recruiting, retaining, and training activities. Maintaining an educational programme to continually develop technical skills. Understanding, following, and communicating workplace policies and procedures. To do this role effectively, we are looking for people with knowledge and experience in the following areas: 3rd level educational qualification in Engineering, Construction, Quantity Surveying, Procurement, Law, or a related field. Confident and commercially minded with at least 6 years broad previous professional experience gained in an equivalent role. Suitable experience in Construction Procurement, Contract Management and/or administration. Industry exposure to and knowledge of significant Capital Investment projects with experience of project delivery under the public procurement regime. Experience of working in a multi-disciplined team and demonstrated the ability to handle multiple tasks concurrently. Working knowledge of the industry and market conditions. Initiative and decision-making skills to prioritise tasks and drive results. Strong negotiation and conflict resolution skills. A proven ability to manage procurement risk in a considered and calculated manner. A willingness to embrace a challenge and work within an evolving / changing environment. Previous experience of applying stringent compliance standards in a procurement function while managing the execution and documentation of tender processes. Be able to identify and meet targets and savings through optimising procurement strategies. Organised and efficient with excellent attention to detail. A recognised qualification in procurement would be advantageous but is not a requirement (e.g. professional certification in procurement with CIPS or equivalent). Ideal candidates will have: Experience in consulting or similar client facing role. Previous Procurements experience in the Energy and Utilities sector. Knowledge of UK, Irish & EU Public Procurement rules and guidelines. Multidisciplinary experience including project management, contract management and procurement. Thorough understanding of procurement principles and practices, including contract administration, risk management, change management and dispute resolution. Excellent communication, negotiation, and problem-solving skills, with the ability to build rapport and influence stakeholders at all levels. Strong organisational skills and attention to detail, with the ability to manage multiple tasks and priorities in a fast-paced environment.

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