

# United Kingdom Jobs Expertini®

## Procurement Associate - Supply Chain & Procurement

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Company: Clinch

Location: United Kingdom

Category: other-general

### Procurement Associate

Location: London, UK

#### Who You'll Work For

REEF's mission is to connect the world to your block.

We transform underutilized urban spaces into neighborhood hubs that connect people to locally curated goods, services, and experiences.

With an ecosystem of 4,500 locations and a team of 15,000 people, REEF is the largest operator of mobility, logistics hubs, and neighborhood kitchens **in the US, Canada and a growing presence in Europe.**

Together we are leveraging the power of proximity to keep our communities moving forward in a sustainable and thoughtful way.

#### What You'll Do

You'll be rockstar supply chain coordinator who is responsible for enhancing and managing full-cycle supply chain activities and logistics. You'll prioritize sourcing based on numerous variables, including inventory availability, product need-by dates, and incremental sales opportunities. You'll also demonstrate your leadership qualities and ability to be a self-starter who thrives in a fast-paced, growing environment with the ability to build relationships with internal and external clients. If you're ethical, professional, and proactive, we've got a Coordinator, Supply Chain and Procurement position just for you!

Manage Day-to-Day Sourcing Operations

Supporting the company's end-to-end sourcing operations

Coordinate and oversee on-going distribution activities across UK & Europe for all real estates; the main point of contact for supplier-related activities

#### Cultivate External & Internal Partnerships

Evaluate existing and potential suppliers, both foreign and domestic, across multiple criteria, including price, quality, service, availability, reliability, and selection

Coordinate and utilize a team-buying strategy across multiple spend areas and concepts to deliver opportunities which include, but are not limited to, “best in class” quality, service and cost

#### Act as an Industry & Market Expert

Become a subject matter expert on our business model, processes and operations, and remain up to date on industry and market changes

Engage with restaurant brands in the target market and complete appropriate research on the prospective client’s business and equipment needs

Organize, design, and develop proposals customized for geographical areas or vertical markets

#### Spark Innovation, Improvement, & New Services

Research new products and services and analyze the attributes of each to determine if they support company initiatives and business plans

Improve sourcing activities by analyzing spending, supplying partnerships and new possibilities

#### **What We Want From You:**

Bachelor’s degree or equivalent combination of education and experience

Logistics, procurement, or product management experience or equivalent

Excellent written and oral communication skills

Strong computer skills including MS Word, Excel, PowerPoint, and Outlook

Outstanding analytical and problem-solving skills

High standards of excellence and attention to detail

Poise, presence, and professionalism

Resourceful, able to think on feet and independently solve complex problems under ambiguous conditions

Must have a calm demeanor and cope well under pressure in a rapidly changing environment

Excellent team skills, pro-active self-starter with an approachable can do attitude

Fluency in an additional language is preferred, especially Spanish

### **What We'll Provide**

Medical

### **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Frequently operate small office equipment such as a computer, tablet, and copier/printer, telephone.

Work is performed in a professional office environment.

### **WORKING CONDITIONS:**

Work is performed indoors for extended periods of time including up to the entire duration of shift.

REEF Technology is an equal opportunity employer, and we value diversity at our company. REEF does not discriminate on the basis of race, religion, color, sex, national origin, gender identity, gender expression, sexual orientation, age, marital status, veteran status, or disability status. REEF complies with all applicable equal employment opportunity legislation in each jurisdiction in which it operates.

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