



## **Group Feedstock Procurement Manager**

### ***Summary***

At Adapt Biogas, we are committed to producing greener sustainable energy. We are embarking on a period of strategic growth to further support delivery of energy security and climate change targets in the UK. Our strategy is to strengthen our position as a market leader in the recycling of organic wastes, and generation of renewable energy.

We are seeking an ambitious and dynamic procurement professional who can evolve as our business grows and transforms. Joining our driven management team, we will support the successful candidate with their personal and professional development, enabling them to advance with the growth of the business. This is an exciting opportunity to join a market leader, and progress your career in the growing renewable energy sector.

### ***Responsibilities***

1. Effective and economic procurement of feedstocks for our anaerobic digestion and associated businesses
2. Initiate contact with decision makers at prospective feedstock suppliers through networking and development of existing relationships
3. Manage existing external relations, develop new relationships and win new contracts for operational supplies to our biogas production sites
4. Ensure pipeline of feedstock supply is up to date and sufficient to meet future requirements, clear visibility of rolling 12 month feedstock delivery plan
5. Work closely with internal customers, eg; Plant Managers, to agree feedstock requirements, pricing, budgets and forecasts
6. Lead, negotiate and manage commercial contracts to ensure best value and benefit
7. Effective end to end management of feedstock for existing and new streams
8. Identification and preparation of tender opportunities in the public and private sectors
9. Oversee the supplier and delivery administration ensuring that all operational, commercial and compliance requirements are satisfied (eg; waste transfer notes and pre-acceptance agreements)
10. Responsibility to keep up to date with relevant legislation
11. Ensure Procurement and related KPI targets are met
12. Actively promote the profile and awareness of the Adapt Biogas brand with all current and prospective stakeholders (includes, but not limited to PR and industry events)

### ***Skills & Experience Required***

1. 3+ years' senior experience in supply chain, procurement or commercial; ideally in, but not limited to, waste, agriculture or FMCG
2. Proactive and driven in developing and securing new relationships, great people skills and proven experience of creating and maintaining strong client relations
3. Proven strong influencing and negotiating skills
4. Ability and experience of thinking strategically across a range of commercial opportunities
5. Proven account management experience
6. Track record of improving team KPIs
7. Passion for green energy
8. Full UK driving license as this role will involve travel to client sites

### **Behaviours**

The person in this job should be friendly, assertive, independent, quick paced and have the ability to motivate others. Contactability and communication are key, as the job environment may require the active influencing and persuading of a variety of people in changing situations. Being proactive and energetic to manage a variety of tasks will be key.

The generation of many contacts is important within the function. The incumbent should enjoy challenging situations with the freedom to act and the authority to take decisions. The job will best be fulfilled by a person who is self-confident, enthusiastic, friendly, positive, self-starting, competitive, venturesome, mobile, active, alert and independent. The achievement of results through people is critically important.

### **Package**

Salary - £50,000-£60,000\* (depending on experience)

Electric company car / car allowance

Bonus – up to 10% of salary

Holiday – 25 days plus 8 bank holidays

Plus other benefits

\* More may be available for exceptional candidates.

**For further information please email [hr@adaptbiogas.com](mailto:hr@adaptbiogas.com)**