

Job Description

SCM Senior Director, Global Services and Materials Management

Job Number: 111135

Description

Founded in 1921 and publicly traded since 1925, Newmont (www.newmont.com) is one of the largest gold companies in the world. Headquartered in Denver, Colorado, the company has approximately 34,000 employees and contractors, with the majority working at Newmont's core operations in the United States, Australia, Peru, Indonesia and Ghana. Newmont is the only gold company listed in the S&P 500 index and in 2007 became the first gold company selected to be part of the Dow Jones Sustainability World Index. Newmont's industry leading performance is reflected through high standards in environmental management, health and safety for its employees and creating value and opportunity for host communities and shareholders.

The SCM Senior Director, Global Services and Materials Management is responsible for all materials and inventory including all processes and practices (approximately \$400 Million), services procurement strategies and execution, and is accountable for major services spend, and the procure to pay process for Newmont globally. Manages \$800 million+ in spend covering service contracting activities in support of Corporate Groups (Global Exploration & other services as defined).

Essential Duties:

Ultimate responsibility for Materials and Inventory and Logistics Management: (20%)

- Establishes objectives, goals, strategies, policies and processes for Materials and Inventory Management and Logistics Management in support of Newmont's overall goals.
- Ensures direct compliance continuous improvement of all sites to Materials and Inventory Management and Logistics Management objectives, goals, strategies, policies, and processes.
- Develops corporate Materials and Inventory Management and Logistics Management metrics, develops methodology (tool and process) and governance to report on identified metrics, and audits site benchmarks to metrics.
- Ensures all sites manage inventory of materials, parts and finished products to maintain required supply. Is ultimately accountable for inventory records, stock levels and plans for future requirements based on orders, production schedules and forecasts.
- Develops and negotiates ocean, rail, and air, and freight forwarding contracts and ensures that all sites understand terms and utilize/abide by contracts.

Ultimate responsibility for Procure to Pay process: (15%)

- Defines the Newmont procure to pay process ('as is' and 'to be') based on industry best practice.
- Continually identifies areas of opportunity to improve Newmont's procure to pay process and manages implementation of continuous improvement projects. Is the corporate process owner responsible for procure to pay process.

Leads corporate purchasing program: (15%)

- Oversees all operational global services sourcing, and is intimately involved in developing strategies and negotiations of major regional services.
- Is accountable for all corporate procurement and contracting for Denver operations in accordance with Standard Operating Procedures Handbook.
- Manages a procurement team that supports service levels to the Newmont Denver office as well as to designated operations in a Shared Services environment.
- Oversees corporate global travel including strategy and third party vendor, corporate credit card policy, global consulting agreements, and other services.

- Manages identification and development of strategic sourcing cost/benefit business cases for strategic sourcing targets.
- Manages direction and assists in the planning and execution of service contracts. This includes a collaborative effort with stakeholders and end users in terms of contract planning, scheduling, budgeting, preparation of scopes of work, tax strategy, risk review, risk management, and other key planning activities.
- Communicates the Company's Supply Chain Management programs which include: policies, standards, procedures, and best practices.
- Oversees and manages interface with Capital projects group relating to global contracts and purchasing for Capital Projects group and global Exploration department to ensure proper service levels are in place and maintained.
- Ensures all Denver and Technical Services contracts and purchase orders comply with domestic and foreign tax requirements, legal requirements, and insurance requirements.
- Trains and develops Strategic Services functional area.

Leads service category management: (15%)

- Oversees and manages interface with Capital projects group relating to global contracts and purchasing for Capital Projects group and global Exploration department to ensure proper service levels are in place and maintained.
- Oversees Development Category Management requirements, including upstream procurement programs in Exploration Contract Drilling & Engineering Services (EPCM).
- Oversees Contract Mining service procurement programs, and ensures optimized service levels and cost structures are in place.

Leads all site goods and contracting support resourced out of corporate office: (15%)

- Lead site goods and service purchasing management support as required.

Improves organizational effectiveness and human performance: (20%)

- Attracts, develops and retains a highly effective supply chain team that provides subject matter guidance and expertise to the regional supply chain teams.
- Defines performance objectives for each team member to include individual development plans that build strong succession pools for the organization.
- Makes the overall corporation more effective and efficient, through an understanding of local cultural norms, political and social issues.
- Demonstrates and coaches "team values" to all employees to foster a teaming culture.
- Leads change and actively sponsors key activities and initiatives.

Working Conditions:

- The position is located in the Newmont Corporate facility; some travel to other domestic and international sites is required. Travel (30%).
- Work normally requires minimal physical effort.

Qualifications

- Bachelor's degree in Business Administration or Management and minimum 10 years experience.
- Certified Purchasing Manager (CPM) from Institute of Supply Management (ISM) desired.
- Experience in mining or other relevant industries strongly desired.
- Extensive knowledge of strategic sourcing and supplier alliance practices.
- Expertise in contracts management.
- Knowledge of category management practices and principles in business segments.
- Strong financial literacy.

- Excellent organizational and project management skills.
- Strong oral and written communication skills; ability to influence others.

Job

: Supply Chain/Logistics/Procurement

Primary Location

: USA-CO-Denver

Apply online at: www.newmont.com