

Specialist, Supplier Relationship Management

Date: Aug 14, 2020

Location: North York, ON, CA, M9L 1N7

Company: Apotex



About Apotex Inc.

Apotex Inc. is a proudly Canadian, global pharmaceutical company that produces high-quality, affordable medicines for patients around the world. Apotex employs almost 8,000 people worldwide in manufacturing, R&D, and commercial operations. Apotex Inc. exports to more than 100 countries and territories and operates in more than 45 countries, with a significant presence in Canada, the US, Mexico, and India. Through vertical integration, Apotex is comprised of multiple divisions and affiliates including Apotex Inc., focused on generics; Apobiologix, a division of Apotex Inc. focused on biosimilar development; Aveva, an affiliate of Apotex Inc. fully integrated global developer and manufacturer of complete transdermal solutions; Apotex Consumer Products, a division of Apotex Inc. focused on brand name products; and Global Active Pharmaceutical Ingredients (GAPI), a division of Apotex Inc. focused on the manufacturing of active pharmaceutical ingredients (API) for Apotex and third parties. For more information visit: www.apotex.com.

Job Summary

Reporting to the Associate Director, Supplier Relationship Management (SRM), the Specialist, Supplier Relationship Management is responsible for engaging with suppliers to ensure that category strategies are fully realized and more value is derived from supplier relationships. They are responsible for finalizing, managing and tracking the compliance to contract and are accountable for their SRM operational excellence for key categories/suppliers assigned to them under supplier segmentation

Job Responsibilities

- Support the development of a “best-in-class” SRM practice – including SRM processes and for driving standard processes and performance metrics.
- Supports the implementation of the SRM program with implementation roadmaps in coordination with Global Category Managers, Global Indirect Procurement
- Support the Global Category Manager, Global Indirect Procurement, for contract management tracking and reporting
- Responsible for gathering and addressing key supplier performance feedback

- Resolve supplier issues and when required and escalate based on defined governance
- Responsible for managing service level agreements in collaboration with the business based on defined roles and responsibilities
- Contribute to and take ownership of designing, generating monthly supplier status analysis and reports on supplier relationship management (SRM) activity.
- Responsible for on-going supplier performance reviews (survey based). Collect feedback from key stakeholders and provide a consolidated reporting on supplier performance based on the criteria defined in the SRM framework.
- Support periodic supplier reviews with category managers and business stakeholders to assess supplier performance and contract compliance and take corrective action
- Works in a safe manner collaborating as a team member to achieve all outcomes.
- Demonstrate Behaviours that exhibit our organizational Values: Collaboration, Courage, Perseverance, and Passion.
- Ensure personal adherence with all compliance programs including the Global Business Ethics and Compliance Program, Global Quality policies and procedures, Safety and Environment policies, and HR policies.
- All other relevant duties as assigned.

Job Requirements

•Education

oRequire a University degree in a related field

- Knowledge, Skills and Abilities
 - o Demonstrated proficiency with global enterprise procurement systems including Contract Lifecycle management and Supplier Relationship Management systems, preference for SAP, Ariba, or SMART by GEP.
 - o Demonstrated ability to build credible and trusting relationships with stakeholders and suppliers
 - o Team focused individual contributor with strong interpersonal skills that works well in a global matrix environment
 - o Attention to detail, excellent organization skills, ability to multi-task and meet tight deadlines
 - o Flexible and adaptable, with the ability to work effectively in ambiguous situations
 - o Excellent project management skills
 - o Advanced communications skills (written, verbal, and presentation skills)
- Experience

- 5-7 years of SRM experience on the purchasing or sales side a MUST
- 5-7 years of supplier / vendor management experience a MUST
- 5-7 years of relevant procurement experience
- Experience working in a highly regulated and compliance driven scientific, manufacturing or technical organization, preferred.

COVID-19 Update:

We have adapted our recruitment strategy to ensure our staff and applicants are safe by conducting our interviews and onboarding online.

Other measures Apotex has put into place include (but are not limited to):

staggering employee shifts to reduce the size of work groups

modifying our cafeteria space to enhance social distancing, the implementation of additional cleaning and sanitization routines

robust self-assessment and screening tools

non-surgical masks for employees working in GMP areas

travel restrictions

strict visitor screening protocol

It is important to note that while these are our protocols at this time, they are subject to change based on guidelines and regulations put in place by local and global government agencies.

For up-to-date information about Apotex's ongoing efforts in response to COVID-19, visit:

<https://www1.apotex.com/global/covid-19-update> or follow us on LinkedIn and Twitter

At Apotex, we are committed to fostering an inclusive, accessible work environment, where all employees feel valued, respected and supported.

Apotex offers accommodation for applicants with disabilities as part of its recruitment process. If you are contacted to arrange for an interview or testing, please advise us if you require an accommodation.

Apply Here:

<https://careers.apotex.com/job/North-York-Specialist,-Supplier-Relationship-Management-ON-M9L-1N7/539801117/>