

Procurement and Customs Specialist

COMPANY: **AMETEK**

AMETEK, Inc. is a leading global manufacturer of electronic instruments and electromechanical devices with annual sales of approximately \$5B. AMETEK is well positioned in highly competitive market segments, each with compelling growth characteristics. We expect continued business growth through the execution of our four key strategies: Operational Excellence, Strategic Acquisitions, New Products, and Global & Market Expansion. Supporting those strategies are 18,000 associates employed across 30 countries.

At AMETEK, we are committed to a corporate culture that values diversity and fosters a work environment that enables colleagues to develop meaningful and rewarding careers. We consider ourselves responsible corporate citizens and are committed to operating our facilities in an environmentally responsible manner. We also are sensitive to the needs of our communities, and, as a company, support programs that help those communities meet their health, education and social needs.

AMETEK is publicly traded on the New York Stock Exchange (NYSE: AME) and a component of the S&P 500.

BUSINESS UNIT:
SPECIALTY METAL PRODUCTS

This role is based in Plymouth, UK at Fine Tubes Limited, which is part of AMETEK's Specialty Metal Products division.

We manufacture high quality precision metal tubes for demanding technical applications in Aerospace, Nuclear, Energy, Medical, Oil and Gas and High-Performance industries.
Website: www.finetubes.com

We are currently seeking a Procurement and Customs Specialist, reporting to the Supply Chain Manager, who will be responsible for managing a significant portion of Fine Tubes indirect cost structure. Through in-depth knowledge of indirect categories and development of strong supplier interfaces, the Procurement and Customs Specialist can creatively influence many purchase transactions making a significant contribution to the success of the business.

This role will also provide administration support when required to maximise the duty draw back program as well as ensuring compliance with latest HM Customs legislation for imports and exports.

KEY RESPONSIBILITIES

- Manage purchases of indirect categories and service.
- Identify major categories through analysis of current spend and suppliers.
- Utilize strategic sourcing processes to manage assigned categories by identifying stakeholders, defining and implementing a strategy that reduces cost, improves quality, delivery performance, and Fine Tubes competitive position.
- Consolidate spend to create leverage, purchasing trends and sourcing alternatives.
- Identify new high potential suppliers.
- Develop key performance measures for chosen suppliers and negotiate on multiple variables to award longer-term strategic contracts that result in significant cost reduction and improved service levels.
- Manage respective supplier relationships and performance.
- Manage multiple projects and track progress / schedules.
- Develop expertise in assigned categories through external research, analysis of cost drivers and life cycle costs.
- Provide market intelligence and category price trends.
- Implementation of appropriate procedures to ensure import and export compliance keeping up-to-date with latest customs regulations.
- Monitoring and development of existing Inward Processing facility. Provide administration support when required to maximise the recovery of duties payable.
- Provide administration support for all purchasing and customs related transactions.

POSITION REQUIREMENTS

- MCIPS Qualification (or part CIPS qualified and working toward MCIPS qualification) and/or a Degree in Supply Chain, Logistics or Business
- Demonstrated knowledge of strategic sourcing processes with minimum 5 years procurement and customs experience preferably from a manufacturing background.
- Proven product and market knowledge relative to one or more of the indirect categories (industrial services and supplies, MRO, facilities maintenance, energy and utilities).
- Proven knowledge and experience of customs import and export processes and regulations
- Expertise in negotiation with ability to influence and build effective relationships
- Experience of implementation and development of Vendor Managed Inventory solutions for Consumable and MRO items.
- Demonstrated ability work in a cross-functional environment and to work with key stakeholders at various levels.
- Strong analytical problem-solving ability.
- Ability to self-motivate, multi-task and work independently.
- Excellent IT skills- particularly in MS Excel V-Lookup and Pivot Table functions
- Leadership for all indirect procurement activity to support operations and sales output.
- Possess drive and enthusiasm to be a champion for the procurement department
- Approach work with high levels of energy and be creative and innovative. Possess a leadership style that focuses on people and be able to inspire trust.
- Possess a long-range perspective and a strong desire to challenge the status-quo.
- Willingness to travel in accordance with business needs