

# BEGIN A JOURNEY WITH US!



Telekom Brunei Berhad (TelBru) is inviting qualified, dynamic and competent candidates to be a part of result driven team to fill the following vacant position:-

## HEAD OF TECHNICAL AND IT SOURCING

### MAIN DUTIES AND RESPONSIBILITIES

#### JOB PURPOSE:

- Plan and execute strategic sourcing plans for Technical and IT Divisions to drive quality service and leverage buying power to achieve cost efficiencies
- Ensure and monitor all Supply Chain Management efforts for Technical and IT Divisions to efficiently and effectively enable spend owners such as business units and functional partners to maximize the value they receive from suppliers to meet their objectives
- Engage and liaise with each business unit in Technical and IT Divisions to lead centralized direct and indirect sourcing and Supply Chain Management efforts Strategize and ensure Supply Chain Management gets aligned with their particular objectives, and to enlist their support (and some level of their resources) in participating in supply base improvement efforts.

#### JOB RESPONSIBILITIES:

- Responsible to monitor and overview the daily operations of TIS
- Plan and execute the development of organizational Supply Chain Management strategy
- Ensure and monitor the short, mid, and long term goals and objectives of Supply Chain Management are met
- Plan and execute best-practice based processes (e.g., leadership of high-value/strategic sourcing efforts)
- Ensure and monitor cost-saving and cost-reduction opportunities
- Managing the skills and competency development of Supply Chain Management staff, including training development and knowledge management capabilities To prepare proper planning of media plan throughout the year for TelBru
- Leadership of cross-functional teaming across other business functions and initiatives
- Coach and guide support staff on new task assignments when required and monitor regularly the development of the staff.
- Assist Technical and IT departments in identifying and evaluating appropriate technology solutions to their requirements.
- Work with user departments in developing Technical and IT Requests for Proposal, evaluate responses, select and negotiate with the successful proposer, and prepare contract documents
- Work with Technical and IT departments to renew their contracts in a timely manner to ensure continuity of goods and/or services.
- Develop new contracts for Technical and IT to maximize economies of scale including developing specifications, conducting specification workshops (if required) and pre-bid conferences, reviewing bids, and making award recommendation.
- Monitor all Technical and IT purchasing activities to ensure compliance with established policies and procedures.
- Process change orders and cancellations for all Technical and IT purchasing activities.
- Assist Technical and IT departments in identifying and evaluating appropriate technology solutions to their requirements.

#### QUALIFICATION, EXPERIENCE AND COMPETENCIES:

- Bachelor's degree in supply chain management, economics, finance, operations, engineering or a related area, with a Master's degree preferred
- CPSM from the Institute for Supply Management, Chartered Institute of Purchasing and Supply, International Purchasing and Supply Chain Management Institute, The International Federation of Purchasing and Supply Management, Singapore Institute of Purchasing and Materials Management and others
- At least 5 years of senior supply management experience (preferably in the Telco industry), operational management experience, or experience in the primary service delivery of the organization is typical
- A proven track record of delivering large savings and other value to large swaths of spend via a strong team of employees that the Head, Supply Chain Management manages and develops.
- Strong leadership in a complex environment with a high level of uncertainty around predicted or future demand.
- A good technical appreciation of the range of procurement categories
- Excellent analytical skills
- Project Management skills
- Ability to negotiate at the highest levels with suppliers
- Good IT skills to include wide experience of word documents, Excel spreadsheets (including pivot tables and charts) and PowerPoint
- Proficiency in using SAP

Interested candidates are required to submit their full resume, stating complete academic qualification and experience together with a recent photo (non-returnable) not later than **12th September 2018 (Wednesday)** and label the file as **"HEAD OF TECHNICAL AND IT SOURCING"** email it to [careers@telbru.com.bn](mailto:careers@telbru.com.bn) or to the following address:

## HEAD OF HUMAN RESOURCES

Telekom Brunei Berhad (TelBru)  
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\*Only SHORT-LISTED candidates will be notified