

Sourcing Analyst Job Description

- Examining data regarding the cost and availability of materials and services that are needed to complete projects
- Keeping good relationships with suppliers and clients and other stakeholders in the business by constructing a clear supply network to ensure compliance with procurement procedures, negotiated benefits from services and cost improvement
- Work with and support the procurement team in identifying new procurements opportunities through running reports, data analysis, and engagement with important stakeholders in order to ensure that the supplier expenditure is properly managed
- Meeting and communicating with managers from different departments in order to discuss goals and come up with plans to meet the developed goals or objectives
- Staying up to date with issues in the industry and with supply chain management in general
- Examining data regarding the cost and availability of materials and services that are needed to complete projects
- Supporting commercial negotiations with the full and clear sponsorship of the business owner in order to ensure that deals represent the best commercial outcome.