

## **Procurement Manager; Corporate Services**

Aleris International Inc. is a leader in the aluminum manufacturing and recycling industry with over 40 locations around the world. We are fast, flexible and focused on sustaining growth and increasing our market share. Our Corporate Procurement Team is building momentum and transforming itself by reshaping with a focus on top talent, efficiencies, cost saving and the goal of becoming a best-in-class procurement team. If you are a process-oriented person and understand the significance of a centralized procurement organization and you want to put your change management, project management and leadership skills to work, this role may be for you!

This individual will be responsible for developing Corporate Services sourcing strategies, managing competitive sourcing projects, leading and/or participating in cross functional teams, negotiating Procurement agreements, participating on Lean/Six Sigma projects and, managing Corporate supplier relationships across Aleris' North American operating locations. The individual is expected to implement collaborative processes between Procurement, the Business Unit (BU) leadership, Aleris Human Resources, Aleris Legal and other business functions in Aleris' Beachwood headquarters and the North American plants. The major objective for this position is optimization of total value for the Aleris Corporate Services spend which spans IT, Telecom, Professional Services, HR Benefits, Facilities, Banking programs and other general services.

### **Core Accountabilities**

- Provide Corporate category expertise and sourcing leadership to build effective long-term category strategies
- Support budgeting activities by creating market assessments and standard forecasting models for Corporate Services costs
- Define and implement the processes necessary to manage the physical purchase of goods and services
- Create the standard templates and tools to support competitive bidding and contracting
- Improve stakeholder commitment to Service contracts and sourcing strategies by implementing a broad communication program to the North American site leaders
- Achieve Aleris EBITA goals through effective Corporate Services Procurement and supplier management including source selection, negotiation, contract implementation and compliance management
- Apply quantitative methods for assessing lowest total cost for all goods and services
- Demonstrate proactive methods for monitoring the market and anticipating opportunities to improve supply strategies
- Negotiate best-value agreements and document the quantified benefits relative to alternative solutions
- Resolve supplier performance issues
- Document savings and validate with the appropriate financial personnel within business units
- Participate in Lean/Six Sigma projects that have an impact on all Corporate Services

- Follow Aleris Procurement and EH&S policies and procedures and promote the adoption of policies throughout the organization

### **Qualifications - Required**

- A four year college degree in a business or related discipline Undergraduate degree in Procurement, Supply Chain, Finance, Accounting, Business Management or Operations Management.
- Ability to travel up to 10%, as necessary; generally to the North American plant locations
- A demonstrated history of applying consultative and good interpersonal skills to engage stakeholders and implement change
- Demonstrated experience in negotiating and managing multi-year supplier agreements
- Ability to clearly communicate well-documented facts and analyses to senior leadership
- Minimum two years of experience with sourcing, negotiating or, managing service contracts
- Proficiency with MS-Office software, including Word, Excel and PowerPoint
- Demonstrated experience with planning, managing and applying detailed quantitative analyses such as total cost modeling, forecasting or budgeting
- Experience with reconciling disparate and incomplete data sources to develop well-documented and supportable recommendations
- Successful record of planning and delivering projects exceeding one month duration and involving at a minimum of two cross-functional team members
- Strong written and verbal communication skills as demonstrated through team facilitation, management presentations, and project deliverables

### **Qualifications – Preferred**

Preferred qualifications listed are likely to increase a candidate's success in this role and may be used to differentiate candidates in the selection process.

- MBA degree
- Proficiency with MS-Access or MS-Project software
- Experience with electronic bidding and contracting tools
- Professional Procurement or Supply Chain certification by a recognized organization such as ISM, APICS or CSCMP