



Company Details Confidential



#JOB-2410732



NESTA, Office #216, Killbarrack, Howth
Junction, Dublin, D05 DC60



No of positions : 1



Paid Position



35 hours per week



To be Confirmed



04/09/2025



02/10/2025

How to apply

Application Method :

Please apply to the vacancy by the following means:

Email : info@brightstarcare.ie



Open your camera
app & point here
to view this ad
online



Sourcing Manager

Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

Job Description

A person sourcing agreements and contracts for projects and the supply of workers. This role is vital for ensuring a company acquires agreements and contracts to meet its operational and project objectives, all while managing costs and mitigating risk.

Roles and responsibilities:

Strategic sourcing: Develop sourcing strategies by researching and evaluating potential suppliers and vendors for both goods and project-specific services.

Contract management: Oversee the entire contract lifecycle, from drafting and negotiation to execution and monitoring. For projects, this includes defining the scope, technical requirements, and legal terms.

Negotiation: Lead negotiations with prospective clients to secure optimal terms, conditions, and pricing, ensuring cost-effective outcomes for the organization.

Supplier relationship management: Build and maintain strong, long-term relationships with key suppliers and delivery partners. This includes evaluating performance against agreed-upon metrics and addressing any issues.

Compliance and risk mitigation: Ensure all sourcing and contracting activities adhere to company policies, legal regulations, and ethical standards. This also involves identifying and mitigating potential risks such as supply chain disruptions, vendor non-performance, or financial and legal liabilities.

Stakeholder collaboration: Work closely with various internal departments—such as project management, legal, finance, and human resources—to define requirements, align on strategy, and ensure seamless delivery.

Worker supply/staffing: Specifically for labor, this person sources contractors and other workers by negotiating staffing contracts with agencies and other third-party providers. They ensure the supply of qualified personnel meets project needs and compliance requirements.

Reporting and analysis: Maintain accurate records and documentation of all procurement activities.

This includes conducting spend analysis, tracking performance, and reporting on savings and risks

to management.

Essential skills and qualifications:

Experience: Proven experience in procurement, strategic sourcing, and contract negotiation, often within a specific industry like construction, technology, or pharmaceuticals.

Education: A bachelor's degree in a relevant field such as Business Administration, Supply Chain Management, or Law is often preferred.

Communication: Strong written and verbal communication skills are essential for negotiating, drafting contracts, and managing relationships.

Analytical skills: The ability to analyze data related to spending, market trends, and supplier performance to make informed decisions.

Leadership and project management: The ability to manage multiple priorities and projects simultaneously and to influence both internal and external stakeholders.

Attention to detail: A high degree of accuracy is needed when reviewing contracts.

- This vacancy is suitable for Remote/Blended working
- **Sector:** administrative and support service activities

Career Level

- Not Required