



Role Title	Portfolio & Lifecycle Management Senior Consultant - Software UK
Function & Dept.	Software Delivery – Software UK Division
Career Growth Level	Leading & Contributing / Strategic Delivery
CGP Descriptor	Qualified specialists, recognised for their expertise, serving as pivotal contributors in various domains. These specialists play a vital role in influencing and shaping new business strategies, policies, practices and content, catering to both external and internal customers. Their responsibilities may encompass problem-solving and the development and execution of purpose-driven solutions, often of a complex nature, to meet the specific needs of both external and internal customers.
Team	Software UK Division
Reports to	Portfolio & Lifecycle Management Delivery Lead - Software UK
Role Purpose	The Portfolio & Lifecycle Management (PLM) Consultant plays a critical role in delivering strategic and operational procurement solutions to clients across various sectors at SCC. Reporting directly to the Head of Portfolio & Lifecycle Management, this role requires deep market knowledge, procurement expertise and stakeholder management skills. The role supports SCC clients in achieving cost optimisation, driving value creation and building robust procurement policies and best practices. Acting as a trusted advisor, the PLM Consultant will lead PLM initiatives in line with the company’s strategic goals, drive innovation, mentor junior team members, contribute to the development and continuous improvement of PLM at SCC and deliver exceptional value to both internal and external customers.

Key Responsibilities

- **Deliver Sourcing Expertise:** Provide expert guidance on sourcing strategies, supplier selection, and procurement processes to meet client requirements.
- **Market Analysis:** Conduct market research to stay informed about industry trends, emerging technologies, and best practices in procurement.
- **Provide Product Advice and Optimisation:** Offer recommendations on product selection, consolidation, and the most effective procurement methods to support client goals.
- **Lead Commercial Negotiations:** Negotiate complex contracts on behalf of customers, ensuring favourable commercial terms and mitigating potential risks.
- **Supplier Relationship Management:** Develop and maintain strong relationships with key suppliers to ensure high-quality service and favourable terms.
- **Stakeholder Engagement:** Build and maintain strong relationships with customer stakeholders, providing expert advice and ensuring alignment with their goals and priorities.
- **Promote Best Practice and Continuous Improvement:** Adopt a consultative approach to procurement, driving continuous improvement initiatives and implementing procurement best practices.

- **Process Optimisation:** Analyse and refine procurement processes and workflows to enhance efficiency, compliance, and transparency.
- **Risk Management:** Identify and mitigate procurement risks to ensure continuity and compliance with regulatory requirements.
- **Spend Analysis and Reporting:** Conduct detailed spend analysis and produce insightful reports to identify trends, opportunities, and areas for improvement.
- **Ensure SLA Adherence:** Meet service level agreements by delivering timely and accurate procurement information and support to stakeholders.
- **Management Information Reporting:** Produce detailed reports on savings, cost avoidance, and value derived, ensuring accurate tracking and transparency.
- **Present Results to Stakeholders:** Deliver clear and impactful presentations, including quarterly business reviews (QBRs), to demonstrate procurement outcomes and performance.
- **PLM Product and Service Development:** Support the development and continuous improvement of the PLM product stack, ensuring alignment with market demands.
- **Research and Development (R&D):** Drive R&D efforts to innovate and enhance existing technologies.
- **Mentoring and Knowledge Sharing:** Support the development of team members by providing training, mentoring, and sharing best practices to build procurement capabilities.
- **Support Pre-Sales Activities:** Collaborate with sales teams to provide procurement insights, develop proposals, and contribute to the design of tailored solutions that meet client requirements.

Person Specification

Qualifications:

- Bachelor's degree in Information Technology, Business Management or a related discipline.

Experience:

- Demonstrable experience across procurement and software outsourcing.
- Proven track record in procurement or supply chain management, with a strong focus on delivering value and driving cost optimisation.

Skills:

- Strong technical expertise across procurement and software outsourcing.
- Advanced knowledge of software contracts and capable of managing contractual risks.
- Skilled in managing change while maintaining a customer-centric approach.
- Proficiency in analysing sales data to drive strategic decisions.
- Ability to manage multiple priorities and meet deadlines.
- Strong organisational and time management skills.

Personal Attributes:

- High level of integrity and professionalism.
- Positive attitude and strong work ethic.
- Adaptable and flexible in a fast-paced environment.

Interpersonal Skills:

- Customer first approach to delivering outcomes.
- Strong interpersonal and relationship-building skills.
- Exceptional stakeholder management skills, capable of engaging and clearly communicating with customers, teams across the Software UK Division and the wider SCC business.
- Excellent communication, negotiation and analytical abilities.
- Proficient in presenting to diverse audiences.

Key Competencies		Level
1.	Data Analysis and Reporting	2
2.	Influencing and Negotiating	1/2
3.	Communication Skills	1/2
4.	Relationship Building	2
5.	Planning and Organising	1
6.	Continuous Improvement	1

Value Behaviours		Level
1.	Responsibility	1
2.	Passion	1
3.	Customer First	1
4.	Agility	1
5.	Family	1

Version	Date	Description	Approved by	Date
1.0	November 2023	Original	HR	November 2023
2.0	March 2024	Formatting of cells	HR	March 2024