

## Contract Manager – Forensic Science Services

District/Department	Regional Procurement	Rank/Grade	Band F
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Role purpose:	Develop and deliver contract strategies for the management of Forensic Science Services contracts delivered to the seven police forces in the North East; West Yorkshire, South Yorkshire, North Yorkshire, Humberside, Durham, Cleveland and Northumbria.
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Summary of main duties
<p>Develop and deliver contract strategies for Forensic Science Services contracts within the central portfolio to achieve the strategic aims and objectives of the Forensic Science Services delivered to the seven police forces in the North East; West Yorkshire, South Yorkshire, North Yorkshire, Humberside, Durham, Cleveland and Northumbria.</p> <p>Provide professional advice on technical contract matters to internal stakeholders and customers to ensure that the Forensic Science Services contracts are managed efficiently and effectively within budget and comply with Financial Regulations, Regional Contract Standing Orders and EU Procurement legislation in order to protect the seven Police Forces in the North East from financial, legal and reputational risk.</p> <p>Represent the seven Police Forces in the North East regions strategic direction on supplier relationship development to senior forums and collaborative partners.</p> <p>Manage contacts within the central portfolio including demand management, value engineering opportunities and other innovations to maximise client satisfaction and deliver cashable efficiencies.</p> <p>Develop and manage contract Key Performance Indicators (KPI's) in order to demonstrate effective contract management and delivery in line with KPI's.</p> <p>Develop and manage supplier relationship development initiatives to improve the effectiveness and efficiency of the Forensic Science Services contracts and the delivery of quantifiable cashable savings.</p> <p>Develop and lead sustainable procurement strategies for centrally managed contracts to deliver efficiencies and to increase public confidence.</p> <p>Motivate and mentor Contract Officers to assist in their development</p>

Competencies/behaviours	
Please access the College of Policing website (via Google Chrome) and refer to the <b>Competency and Values</b> for a definition of the values and essential behaviours for each required competency level.	
Competency	CVF Level
	Level 1 – Practitioner Level 2 – Supervisor/Middle Manager Level 3 – Senior Manager/Executive
We are emotionally aware	Level 2
We take ownership	Level 2
We are collaborative	Level 2
We deliver, support and inspire	Level 2
We analyse critically	Level 2
We are innovative and open-minded	Level 2
Core values for ALL employees:	
Integrity Impartiality	Public Service Transparency

Experience, Education and Skills: Ideally between 4 and 6 of each (which will be used as Essential/Desirable shortlisting criteria)
Essential:
Detailed understanding of the YatH forces operational needs and how contract performance management must respond to meet them
Relevant experience of managing all aspects of contract management, and delivery of quantifiable procurement efficiencies
Relevant experience of effectively managing contractor performance
Chartered Institute of Purchasing and Supply Diploma full corporate membership (MCIPS), Level 6 Graduate Diploma or equivalent.
Sound knowledge of EU Procurement legislation
Desirable:
Demonstrated experience of leading and managing collaborative contracts of significant complexity and value
Experience of managing or mentoring staff