


SUMMARY OF MAIN DUTIES	Category Officer Band D/E	
RESPONSIBLE TO: STRATEGIC CATEGORY MANAGER		
SPECIFIC CONDITIONS OF SERVICE		
SUMMARY OF MAIN DUTIES	FOR RECRUITMENT PURPOSES THE SUMMARY OF MAIN DUTIES SHOULD NOT EXCEED 12 BULLET POINTS.	
<ul style="list-style-type: none">• Contribute to procurement category strategies to achieve the strategic aims and objectives of the YatH forces, the Regional Collaboration Board and ACPO Procurement Strategy.• Provide professional advice on technical procurement matters to a portfolio of regional customers to ensure that the YatH force's capital and revenue budgets are spent in accordance with budget strategies and comply with Financial Regulations, Regional Contract Standing Orders and EU Procurement legislation in order to protect the YatH forces from financial, legal and reputational risk.• Influence collective YatH regional forums to achieve the benefits of collaborative procurement.• Deliver procurement savings for specific categories ensuring quantifiable cashable efficiencies are identified, delivered and reported.• Manage individual force and regional procurement projects to ensure their effective delivery in line with customer requirements and timescales.• Support customers in contract reviews for key contracts managed outside of the central procurement function, ensuring contract performance is reviewed and managed in line with KPI's and customer requirements are met or exceeded.• Contribute to regional sustainable procurement strategies for specific categories and sub categories in order to increase public confidence in the regional forces and Regional Programme Team.• Contribute to the delivery of the procurement and category management elements of the YatH forces procurement vision and Business Plan		