



## Supplier Development Engineer – Job Description

(Job Code and Level: PUPR003)

### **Definition:**

Procurement is defined as: Sourcing, negotiating and buying of goods, materials and services to meet the Company's operational requirements.

Supplier Development ensures that supplying companies systems, processes and build capabilities meet the design intent of the customer and are compliant with the end customer's needs. This includes initial supply chain company verification.

### **Overall Purpose of the Role:**

Work in a team environment as a key resource for the component teams to develop new supply sources to improve cost competitiveness and be the conduit between the company and the supplier. Responsibilities will include cross-functional program management to qualify new components, supporting issues with current production, developing new suppliers to reduce cost, increase capacity, and auditing suppliers to ensure process conformance. Manage the customer specific requirements and offer technical support. Work on multiple phases or sub-tasks of projects or entire projects of moderate complexity, with results impacting on project completion.

### **Key Responsibilities:**

#### **General and Task Management**

- Interface with component teams to prioritize supplier development needs by component to improve cost competitiveness or supply constraints
- Research external market information and entrepreneurial companies to identify potential sources and suppliers
- Drive supplier selection through robust qualification processes
- Assess new and existing supplier capabilities to meet product, cost, quality, capacity and fulfillment ensuring suppliers are able to meet requirements for performance, quality, cost and delivery of components and requirements for TS 16949, ISO 14001 and other applicable customer and internal system and reputation requirements
- Based on screening, prioritise preferred suppliers

- Drive improvements utilizing Lean methodologies, supplier scorecards and own supplier audit, ensuring supplier compliance, whilst driving systematic problem solving and process improvement plans to deliver value
- Track the supplier's performance indicators, based on their scorecards and rankings, to facilitate and develop the supply base's ability to consistently meet or exceed defined expectations
- Develop positive relationships and work closely with sourcing leaders to manage, implement and track supplier/engineering, design changes, capacity studies and New Product Introductions, and transfers
- Deliver results as measured by key metrics, such as supplier yield, field cost, field defect rate, supplier quality plan engagement/effectiveness, and corrective & preventative action closure
- Specify, develop, and validate advanced technology, quality information and test equipment
- Specify and develop product acceptance/test procedures that relate to a complex process (state-of-the-art) or highly complex product
- Provide correlation with company facilities
- Act as consultant to communicate and coach the Quality, Manufacturing, Engineering and procurement organizations to drive cost effective improvements to Quality and Manufacturing processes, minimising waste, introduce new products and improve product design
- Provide technical expertise and leadership to sourcing and development of suppliers with respect to technology, performance, quality, cost, logistics and delivery
- Provide leadership during investigations of major problems and or special projects focusing on developing working relationships with suppliers and the supply chain with regard to product development and procurement of parts
- Responsible for leading the solution for supplier component concerns, driving Advanced Product Quality Planning (APQP), Production Part Approval Process (PPAP), customer interaction, supplier interaction, Value Analysis/Value Engineering (VA/VE) support, supplier component development and approval and supplier cost improvements
- Carry out new supplier validation audits, with supplier support and supplier Advanced Product Quality Planning (APQP)
- Assist with new product launch by working with suppliers to ensure that key milestones are achieved
- Work with Engineering (Design and Manufacturing Engineers) team to define process parameters and criteria to ensure supplier process capability is effective to meet product and process requirements
- Keep up with current and developing manufacturing and engineering trends that concern product quality
- Contribute to continuous improvement activities
- Provide technical expertise to customers/licensees in solving technical problems associated with product supply and test facilities
- Write reports and present progress at project meetings and to clients
- Achieve goals within budget
- Conduct benchmarking studies to determine best practices/designs and future trends

- Undertake personal continuous training and development
- Perform root cause analysis and resolve problems
- Independently determine approach and assigned tasks

### **Relationship Management**

- Develop and maintain strong relationships with internal and external stakeholders to ensure optimal performance
- Communicate efficiently throughout procurement and directly with customer's/suppliers management
- Diplomatic approach to relationships

### **Self Management**

- Comply with the Health, Safety and Environmental Policies
- Assertive, optimistic, resilient and welcomes change
- Engages interest and participation of others and has a collaborative approach to working together
- Proactively contributes to the team
- Is self aware and ability to work on own initiative
- Shows moral courage, openness and honesty in all dealings

### **Skills & Attributes:**

- Experience in Sourcing, Engineering, Quality, Manufacturing and program management
- Experience in developing and implementing vendor qualification
- Knowledge of quality and business systems
- Commercial and financial acumen
- Strong knowledge of Advanced Product Quality Planning (APQP), Production Part Approval Process (PPAP), Failure Mode and Effect Analysis (FMEA)
- Vast experience with cross functional management
- Report and Procedure writing with excellent presentation skills
- Understanding and interpretation of engineering drawings
- Understanding manufacturing processes
- Ability to work in a diverse and dynamic environment
- Planning and prioritising activities
- Good communication and interpersonal skills
- Strong negotiation and influential skills
- Ability to present data effectively
- Numerically astute with strong problem-solving skills and expertise to develop and execute objectives for self and others and the ability to effect short-term and some long-term business goals

### **Qualifications and Experience Levels:**

- Relevant manufacturing/engineering degree preferred, ONC, A Levels, City & Guilds Level 3, BTec National Diploma Level 3, IVQ Technician Diploma or equivalent NVQ level 3 qualification
- Chartered Institute of Procurement & Supply (CIPS) or similar qualification or studying towards CIPS qualification would be beneficial
- Substantial experience in a high volume manufacturing environment, preferably automotive
- Substantial experience in supplier development
- Experience of dealing with customers and suppliers

**Example roles this description may cover:**

- Supplier performance Engineer
- Lead Supplier Engineer