

WORLD-CLASS LED DESIGN AND MANUFACTURING

Bringing *Ideas To Light*

Purchasing Operations Lead

Hours: 37 hours per week worked over Monday -Friday. Hours negotiable from a minimum 32 hours will be considered.

Location: Our office is based in Ulverston in the stunning Lake District, South Cumbria.

Start Date: February/March 2024

Why Work for Us?

At Forge, we're really good at inventing and manufacturing bespoke LED solutions. That's why we're a market leader in custom LED lighting. Based in Ulverston in the South Lakes, you'll be IT savvy, confident in both making efficiencies and leading our management of key suppliers.

We are well-established and ambitious with exciting plans for business growth within the green economy.

What you'll do: -

- Develop and manage key supplier accounts,
- Make efficiencies and improvements across our procurement processes,
- Negotiate effectively on price, quality, delivery, and logistics services,
- Source new technical products for custom builds,
- Supplier performance analysis and reports,
- Play a key role in our commercial office and our business processes by improving systems efficiency.

You'll be: -

- Highly skilled in making IT operations more efficient across our purchasing processes,
- An excellent communicator who can lead process improvements in a timely manner,
- Analytical and highly organised,
- Literate and numerate with good attention to detail.
- Confident and able to prioritise workload and negotiate effectively.

You'll have: -

- An excellent level of IT skills especially in Microsoft Office and Excel (Sage or SAP knowledge preferred),
- A degree (or an equivalent qualification/experience in purchasing or accountancy areas),
- Experience in a purchasing or accounts role required,
- A flexible, hands-on approach to work and be happy to learn new skills,
- Enthusiasm to lead on the management of our key suppliers.



You'll get: -

- Flexible Working Arrangements including an early finish on Fridays,
- 32 days holidays per year (including Bank Holidays) or pro rata for part time employees,
- Excellent progression, learning and development potential,
- Profit Share Scheme.

To Apply

Please send your CV together with a covering letter to jobs@forge.co.uk explaining why you think this is just the job for you.

First interviews will be held via Teams during January 2024. Final interviews will be held at our Ulverston office on 31 January 2024.

Please visit www.forge.co.uk or contact jobs@forge.co.uk or phone 01229 580000 for further information.

Forge reserves the right to close the vacancy at any time, if it is deemed that there have been sufficient applications received.

