

Job description

Procurement Manager

Location: Beaconsfield, Oxfordshire (Part remote with national travel)

Reports to: Director of Procurement

Working with: Group & Commercial Finance, Operational Leaders, Legal, People Services, Clinical Governance, Capital Projects & Procurement, External Vendors

About InHealth

InHealth is recognised as the UK's largest provider of specialist diagnostic and healthcare services, with a workforce of 3,500 staff and an annual turnover of over £350m. Guided by our purpose to Make Healthcare Better, InHealth works closely with the NHS and other healthcare providers to deliver improved patient outcomes.

Central to InHealth's mission is the aim to provide high-quality local care to over seven million patients by 2030 through our partnerships with the NHS and other healthcare providers. Enhancing access to diagnostics is central to this mission and aligns with the Government's strategy to reduce waiting times and shift the healthcare focus from treatment to prevention. By facilitating earlier diagnosis, we improve healthcare outcomes and play a crucial role supporting the NHS to achieve its objectives.

Our Values

As a values-based organisation, InHealth is committed to principles that inform its actions and behaviours. These values — Trust, Passion, Care, and Creativity — are inspired by the core purpose of making healthcare better. They shape the way the organisation interacts with patients, customers, and colleagues, ensuring a consistent and positive approach across all areas.

Introduction

The Procurement Manager is responsible for developing and delivering procurement strategies that ensure the organisation secures high-quality goods and services at the best total value while maintaining compliance with healthcare regulations, governance requirements, and sustainability objectives.

The role will lead a team of procurement professionals (circa 14 FTE), strategic sourcing, supplier relationship management, contract negotiations, and procurement transformation initiatives across clinical and non-clinical categories. The Procurement Manager will work collaboratively with operational, clinical, finance, and executive stakeholders to drive cost efficiencies, service improvements, innovation, and supply chain resilience.

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This role involves collaborating closely with stakeholders across healthcare services and external suppliers to develop and manage all procurement activities ensuring best value for money, patient, and service quality and in line with current regulations and best practice.

What you will do

Strategic Procurement & Category Management

- Develop and implement category strategies aligned with organisational objectives, through a high performing procurement team, lead and manage procurement activities across key spend categories including:
 - Clinical products and medical devices
 - Pharmaceuticals and consumables
 - Facilities management
 - IT and digital services
 - Professional services
 - Capital equipment
- Identify and deliver measurable cost savings, cost avoidance, standardisation, demand management and commercial value opportunities, supported by robust benefits tracking and reporting.
- Deliver against long-term procurement planning and sourcing strategies.

Supplier Relationship Management

- Develop and maintain strategic supplier relationships.
- Lead supplier performance reviews and governance meetings, ensuring actions, risks and opportunities are tracked to conclusion
- Establish supplier scorecards covering cost, quality, delivery, compliance, innovation and value delivery
- Drive supplier-led innovation and continuous improvement initiatives.
- Manage supplier risk and business continuity planning.

Contract Management

- Lead contract tendering, negotiation, and award processes.
- Ensure contracts deliver commercial value and operational performance and agreed benefits throughout the contract lifecycle
- Monitor contract compliance and service-level agreements (SLAs).
- Maintain a robust contracts database and renewal programme.
- Support dispute resolution and contractual issue management.

Commercial & Financial Management

- Deliver annual cost savings, cost avoidance targets and value improvement programmes.
- Conduct spend analysis to identify opportunities and risks.
- Build business cases and support investment decisions.
- Deliver on, monitor and report procurement KPI performance and savings delivery, cost avoidance and commercial value realisation.
- Ensure procurement activities contribute to EBITDA and cash flow improvement targets.

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Stakeholder Management

- Partner with clinical and operational leaders to establish business requirements, aligned objectives and commercial delivery strategies.
- Act as a trusted commercial advisor to budget holders and senior management, influencing decisions at the earliest stage of planning and service development.
- Influence stakeholders to adopt best procurement practices.
- Support organisational change and procurement transformation initiatives.

Governance, Risk & Compliance

- Ensure procurement activities comply with:
 - UK procurement regulations
 - Healthcare standards and regulations
 - Internal governance and delegated authority frameworks
 - Ethical sourcing policies
- Support audit requirements and regulatory inspections.
- Promote sustainability, ESG, and social value objectives within procurement activities.

Leadership & Team Development

- Provide leadership, direction and management to a multi-disciplinary procurement team (~14 FTE), creating a high-performing, accountable and engaged function aligned to organisational objectives.
- Lead, motivate, coach and develop team members, fostering a culture of performance, commercial excellence, collaboration and continuous professional development.
- Hold accountability for all people management activities including recruitment, induction, performance management, absence management, employee relations matters, succession planning and talent development.
- Set clear objectives, performance standards and key performance indicators, monitoring delivery and taking appropriate action to address underperformance and recognise achievement.
- Develop future capability within the function through workforce planning, skills development, coaching and structured career progression opportunities.
- Drive a customer-focused, commercially astute and best-practice procurement culture, embedding continuous improvement and procurement excellence across the team.
- Act as a role model for organisational values and behaviours, building a culture of accountability, inclusion, innovation and service excellence.

Sustainability and Social Value

- Support net-zero objectives and social value commitments.

What people see in you

- An experienced Procurement professional with clear and demonstratable Procurement Management experience
- Significant experience at Procurement Manager level in a complex front-line business (Healthcare experience highly desirable)
- A team leader who leads by example
- A strategic thinker who can identify clear goals for the team and ensure delivery
- A credible, calm and confident person who inspires trust and accountability

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- A commercially minded leader who balances stakeholder needs with robust commercial decision-making and governance.
- A resilient individual who thrives in complex, fast-paced environments
- A role model for professionalism, integrity and patient-centred leadership
- A proactive and curious procurement professional who seeks to understand “how to get better value” in all areas of procurement and the wider team
- Strong attention to detail with a focus on accuracy and data integrity
- A clear communicator who can simplify procurement processes
- Organised, reliable, and able to manage competing priorities
- A strong communicator and collaborator who can influence stakeholders at all levels and build effective cross-functional relationships.
- Previous experience of Change Management, and can problem solve with relative ease

You will

- Be a self-starter with strong emotional intelligence, building trust quickly and working effectively at all levels
- Have a strong understanding of procurement processes, contract management, and supply chain principles
- Have experience designing and implementing supplier contracts and management tools
- Maintain a superior knowledge of compliance frameworks (e.g. ISO standards, ESG, ethical sourcing)
- Excellent stakeholder management and negotiation skills
- Strong analytical and problem-solving capabilities
- Ability to manage multiple priorities and work across cross-functional teams
- Define and lead Procurement Business Partners in delivering projects in line with InHealth values and role-model expected behaviours
- Demonstrate credible experience of managing compliance and systems in a procurement role.
- Balance day-to-day delivery with projects for change, improvement and growth
- Communicate with impact—prioritising competing demands and working at pace when required
- Be resilient and adaptable in a changing environment, adjusting plans to meet emerging needs
- Use data/KPIs/S and insight to drive performance, productivity and continuous improvement for the benefit of the group
- Demonstrate considerable commercial acumen, understanding income, costs and contractual levers to support sustainable growth and seeking advice where needed
- Demonstrate excellent stakeholder management, influencing suppliers/partners and to deliver contracted outcomes
- Follow strong operational governance frameworks—reporting risk, incidents and complaints with learning and improvement at the centre

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- Lead service mobilisation and change programmes, realising benefits and managing operational risk where required
- Maintain a high-quality, patient-centred service mindset and lead by example on standards, governance and safety using feedback to improve pathways and service quality
- Be degree educated (or equivalent) and willing to travel across the UK as required; a full UK driving licence is desirable

You have experience of

- Significant procurement experience within a complex organisation (£100m+ turnover).
- Proven experience leading, managing and developing multi-disciplinary procurement teams within a complex organisation.
- Healthcare Experience is desirable
- MCIPS qualified at level 6 or working towards
- Relevant Business or Commercial Qualification (preferred)
- Experience of Procurement in a Healthcare setting
- Experience of managing contractors – with evidence of management of poor performance
- Experience of working towards and maintaining accreditations
- Excellent Stakeholder engagement and influencing skills
- Managing data and records accordingly
- Clear written and verbal communication
- Ability to manage deadlines and prioritise work
- Able to work on own initiative and support others
- Proven track record of delivering substantial cost savings and value improvement.
- Experience leading strategic sourcing and supplier negotiations.
- Strong commercial and contract management expertise.
- Strong analytical and financial acumen.
- Excellent stakeholder engagement and influencing skills.
- Experience managing multiple procurement projects simultaneously.
- Knowledge of procurement systems and spend analytics tools.

Additional Duties and Responsibilities

It should be noted that the duties outlined are not exhaustive. All members of InHealth may be asked to undertake additional tasks, provided these are within their capability. All staff must engage in appraisals, annual self-declaration, training and self-development to meet organisational standards. Strict compliance with statutory and company policies is mandatory for operational effectiveness.