



CONTRACTS MANAGER

Location:	Harwell, Oxfordshire
Salary Range:	£32k - £40k (depending on skills & experience)
Branch/Division:	Support Services

RSRL is a leader in the field of nuclear decommissioning and manages the Harwell and Winfrith site restoration programmes under contract to the Nuclear Decommissioning Authority. The programmes encompass the recovery, treatment, packaging and storage of all forms of legacy waste. In parallel, progress will continue to be made on decommissioning, care and maintenance of facilities and de-licensing parts of the sites to release land for development.

The Contracts Management team is responsible for setting RSRL's procurement policy, and developing contracting strategies and procurement processes. With appropriate risk/reward mechanisms through contracts with the supply chain, RSRL provides value for money to the Nuclear Decommissioning Authority using appropriate and effective competition.

Main Responsibilities

- Managing delivery of the Harwell based contract management activities in accordance with RSRL's Annual Procurement Plan
- Providing commercial direction in setting contracting strategies
- Providing operational and functional leadership of the Harwell based contracts team
- resolving disputes and negotiating significant contracts
- Providing contracts management training
- Acting as RSRL's representative at NDA Heads of Procurement meetings
- Providing functional contract management for identified operational activities at Harwell
- Providing contracts advice to RSRL senior managers and facility managers.
- Identifying savings and efficiency opportunities through effective contracting strategies
- Working collaboratively with representatives of other sites in the NDA estate.

Desirable Aptitude and Experience

- RICS/CIPS or relevant professional qualification
- Ability to think pragmatically
- Excellent communications skills
- Knowledge of EU Procurement legislation
- Dynamic leadership skills
- Public or private sector procurement leadership and contracts management experience

Note that this post is Harwell based but some travel between NDA sites will be required.

To apply please send your CV to: Debbie Stroudley, HR, B392.10, Rutherford Avenue, Harwell Oxford Campus, Didcot, Oxon, OX11 0DF or email debbie.stroudley@research-sites.com

Closing date: Friday 27th January 2011