**IT Vendor Manager**

**Package: £49,632.30 - £59,558.76 (plus up to 15% bonus)**

**Location: Hybrid (Leeds / London)**

**Contract: Permanent**

**Working Pattern: Full time, 37.5 hours per week**

MPS is about to embark on its recently announced ‘New World’ strategy, designed to help us be better, bolder and drive our business forward for our members. As part of this strategy, we have an exciting opportunity for a IT Vendor Manager!

We are looking for an experienced IT Vendor Manager to oversee the strategic and operational management of IT vendors, ensuring strong partnerships, contract compliance, and optimal service delivery. In this role, you will be responsible for contract, performance, relationship, and risk management, ensuring that vendors meet their commitments in alignment with corporate SLA requirements.

Working closely with the Procurement team, you will align departmental objectives with business goals, ensuring the vendor management process is well understood and effectively executed. Additionally, you will lead an internal team to manage day-to-day vendor requirements, including financial controls and risk mitigation.

**As our new IT Vendor Manager, you will also:**

* Establish IT sourcing frameworks and IT procurement procedures and processes in conjunction with the Procurement & TMO departments that balance cost, risk and agility
* Create contract, performance, relationship, and risk management procedures
* Classify, rationalise, and optimise the vendor portfolio, prioritising agreed  strategic vendors
* Work with the asset management and resources to understand and manage IT software and hardware vendors
* Identify the drivers, shifts, market dynamics and trends to advise the business and IT teams of the most effective sourcing and procurement strategies across all IT categories

**We are looking for:**

* Knowledge of procurement and vendor management practices and certifications (CIPS, ITIL, and COBIT)
* Knowledge of best practices for IT contract negotiation, service lifecycle tactics and strategies
* A broad understanding of IT sourcing trends and their potential implications to the business
* Superb relationship-building skills in complex vendor and internal customer relationship environments

*Please view the role profile for the full list of essential and desirable criteria.*

**In return, we can offer you:**

Alongside a competitive salary as stated above, you will also receive:

* Up to 15% discretionary annual bonus
* Annual performance-related pay review
* 11% pension contribution (3% from you, 8% from us – optional additional matched 3% contributions, e.g. 6% from you, 11% from us)
* 25 days annual leave plus flexible bank holidays (option to buy/sell additional 5 days)
* Private Medical Cover
* Career development and progression opportunities
* A truly flexible hybrid-working arrangement (take a look at below to find out more about how we work)
* A culture that promotes inclusivity, wellbeing and rewards hard work
* Car Salary Sacrifice scheme
* Healthcare cash plan
* 6x salary death in service
* A personal GP service enabling you to get a video consultation with a NHS-registered private GP
* Employee Assistance Programme
* A range of shopping discounts from major high-street retailers

**About the Team**

Technology is at the heart of our organisation. It empowers our colleagues to deliver the best-in-class service to our members, whether that be through our systems, platforms and architecture or robust data insights to help influence business decisions.

It is a very exciting time to get involved in our Member Experience, Digital and Data (MEDD) division, as the team are currently developing new Cloud-based architecture, introducing a new CRM system that will allow for better cross-team collaboration and re-defining our platforms and environments.

**How MEDD work**

We offer a truly-flexible hybrid working arrangement that is centred around our colleagues’ work-life balance. Technology allows us to collaborate effectively regardless of location, but we know sometimes you can’t beat being with your team in-person and our team tends to come on-site once or twice a month. However, we expect this can fluctuate throughout the year depending on our projects and current work.

**Who We Are**

Medical Protection Society (MPS) is the world’s leading protection organisation for Doctors, Dentists and healthcare professionals. We protect and support the professional interests of almost 300,000 Members around the world.

We are a not-for-profit organisation, meaning our Members’ premiums are kept safe should our Members require support for complaints or claims arising from professional practice, or invested into bettering the organisation, our colleagues and our products.

Our philosophy is to support safe practice in medicine and dentistry by helping to avert problems in the first place. We also actively campaign for regulatory and legal reforms that benefit Members and the wider healthcare professions.

To do this, we need exceptional colleagues who are trusted and supported to deliver their best work, so we can continue to provide the most trusted, valued and expert protection to members when they need us the most.

**Next Steps**

If you are interested in finding out more, looking for a new role and want to join an organisation that truly values its employees, take a look at the role profile to find out more about the role to apply.

Our Talent Acquisition team are always on hand should you have any questions, are having any technical issues or wish to understand how MPS can support you with your application and interview. You can contact our friendly Talent Acquisition team by emailing careers@medicalprotection.org