

## Level of Impact

## Medium Impact

### Job Expectations within the next 3 years

Critical Work Functions	Today	Within 3 Years
Develop procurement plan	<ul style="list-style-type: none"> <li>Develop procurement implementation plans that align with the organisation's targets and KPIs</li> <li>Facilitate engagement sessions with organisational networks and external vendors for optimal procurement transactions</li> </ul>	<ul style="list-style-type: none"> <li>Implement procurement strategies and KPIs that support and enable the organisation's business objectives and comply with ESG norms</li> <li><b>[NEW]</b> Implement the <b>procurement technology roadmap</b> to automate routine and manual processes</li> <li><b>[AUGMENTED]</b> Leverage <b>data analytics</b> and <b>software integration</b> to complete routine and transactional procurement tasks with limited human intervention, strengthen supply chain resilience and prevent cybersecurity breaches</li> <li>Use <b>SRM</b> systems to engage and collaborate with organisational networks and external vendors, creating positive buyer-supplier relationships to optimise the procurement process, improve efficiency and reduce cost in the long run</li> </ul>
Manage seller selection processes	<ul style="list-style-type: none"> <li>Develop the seller selection process and proposal development criteria used by prospective sellers</li> <li>Review the list of potential sellers that fulfil procurement requirements and facilitate contract terms and condition negotiation with preferred sellers</li> </ul>	<ul style="list-style-type: none"> <li><b>[AUGMENTED]</b> Leverage <b>e-procurement systems</b> and <b>digital platforms</b> and <b>channels</b> to streamline the seller selection process, improve compliance and strengthen risk management</li> <li><b>[NEW]</b> Use <b>AI</b> technologies like <b>ML</b> and <b>NLP</b> in <b>e-procurement systems</b> to screen and match sellers, standardise contracting process and support the automation of contract authoring, ensuring a seamless end-to-end procurement workflow</li> <li>Compare cost and quality across databases of similar products to recommend sourcing decisions</li> <li><b>[AUGMENTED]</b> Use <b>digital dashboards</b> to analyse sellers' behaviours and capabilities and product portfolios to recommend price and contract terms for negotiation</li> <li>Use <b>e-negotiation platforms</b> to lower purchase costs and reduce negotiation time</li> </ul>
Manage procurement activities	<ul style="list-style-type: none"> <li>Analyse inventory levels to identify future inventory needs</li> <li>Evaluate sellers' performance based on the quality of products received and payment processes</li> <li>Address ad-hoc payment issues of sellers</li> <li>Review audits conducted on trade documentation and contract terms to reduce procurement risk</li> </ul>	<ul style="list-style-type: none"> <li><b>[AUGMENTED]</b> Use <b>automated inventory control systems</b> to analyse inventory levels in real-time and predict demand and spending patterns based on future business requirements</li> <li><b>[AUGMENTED]</b> Apply <b>smart workflows</b> to standardise routing of work between procurement and financial systems and ensure timely payment to sellers</li> <li>Adopt processes like "procure-to-pay" that link procurement to departments like accounts payable to create efficiencies</li> <li>Monitor and audit seller performance against SLAs and address seller compliance/performance issues to mitigate procurement risks and ensure quality assurance standards are met</li> <li>Leverage the <b>supplier management software</b> to review audits of trade documentation and contract terms to reduce procurement risks</li> </ul>

## Job Expectations within the next 3 years

Critical Work Functions	Today	Within 3 Years
Drive collaboration of human resource, technology, finance and continuous improvement initiatives	<ul style="list-style-type: none"> <li>Develop department's financial budgeting process and track budget utilisation</li> <li>Support department's talent attraction, development and retention efforts</li> <li>Develop corporate governance measures</li> <li>Evaluate technologies for process improvement and innovation</li> </ul>	<ul style="list-style-type: none"> <li>Leverage <b>data analytics</b> and <b>BI</b> applications to improve processes, develop department's financial budget and optimise budget utilisation</li> <li>Identify opportunities for workforce development through <b>job redesign</b> and <b>reskilling/upskilling strategies</b></li> <li>Implement initiatives that are aligned with the organisation's <b>ESG strategy</b>. Support the development of <b>corporate governance measures</b> as applicable to the track/function</li> </ul>

## Job Adjacency

WITHIN WHOLESALE TRADE			OUTSIDE WHOLESALE TRADE		
Capacity Manager	Regional Planning Manager	Supply Chain Manager	Change Manager	Technology Consultant	Vendor Operations Manager

**SKILL DIFFERENTIATORS**
**Roles Specific**

SKILL	DESCRIPTIONS
Automated Inventory Management	Collaborate with technology teams and develop the roadmap for the implementation of automated inventory software application.
E-Procurement Management	Collaborate with technology teams to develop predictive e-procurement systems to automate procurement processes, streamline transactions and combine real-time and historical data to predict future business needs.
Predictive Buying / Purchasing	Apply predictive data analytics, AI and other technologies to reduce procurement costs, improve efficiency and monitoring controls.
Product Authentication	Develop the process for technology integration, such as using security tags in packaging and a robust tracking system that provides real-time information on products' status through online reporting systems.
Sourcing Portfolio Analysis	Manage the process of segmenting sourcing portfolios based on the strategic importance of the goods to the business to provide inputs for each segment's specific sourcing strategy.
Sustainable Sourcing and Procurement	Assess the alternatives for sustainable sourcing and procurement recommend suitable options. Continuously monitor and audit supplier performance as per the sustainable sourcing and procurement framework.

**IN THE NEXT  
3-5 YEARS...**

The role will continue to work with suppliers to negotiate price and contract terms to achieve mutually beneficial outcomes. The role will be expected to leverage AI-powered chatbots to reduce response time during purchasing decisions and provide operational support on orders. The role will also support policy development for sustainable procurement standards. The role will be expected to leverage data analytics to optimise product portfolio, supplier base, procurement needs and process efficiencies. The role will also need to develop structured solutions (e.g., working capital management or credit solutions) to ensure flexibility in the supply chain process and develop supplier contingency plans in case of unanticipated events that can disrupt the supply chain.

[BACK TO LIST OF JOBS](#)