



SIP Specialist

Band 11, SCP 34 to 37 - £36,876 to £39,782

Full Time (37 Hours per week)

Fixed Term to 31st July 2020

Please note: this role is ringfenced to current, permanent employees of Local Authorities represented by [NEPO](#) or [YORprocure](#).

Secondment applications are welcomed.

Join our Team

NEPO undertakes high-value procurement in major strategic areas of spend in partnership with North East local authorities (known as our Member Authorities) and a range of nationwide Associate Members.

Our vision is to achieve benefits through collaborative procurement. This means that we are focussed on delivering positive outcomes for our Member Authorities, regional supply base and over 300 Associate Members from the wider public sector. In addition to delivering a collaborative procurement work programme of £210M, NEPO is responsible for the NEPO Portal and the NEPO Business Club programme of support for our suppliers.

NEPO is a forward-thinking organisation that supports personal development and provides a unique opportunity to work collaboratively across the North East public sector.

NEPO employees benefit from:

- ✓ Flexible working
- ✓ Access to technology that enables agile working
- ✓ Continuing professional development, including training opportunities
- ✓ Annual leave ranging from 25 to 30 days (depending on length of service), plus public holidays
- ✓ Eligibility to join the Local Government Pension Scheme
- ✓ Child Care Vouchers

- ✓ Offices based in the heart of Newcastle's Quayside with great links by public transport and road

The Role

This is an exciting opportunity to join our team as **SIP Specialist**.

We are looking for someone to provide specialist support to the strategic direction for the Systems Integration Project ('SIP'), supporting the design, commissioning and implementation of the new system and support the implementation of appropriate governance arrangements.

The postholder will support the effective interfacing with stakeholders at all levels across all Contracting Authorities with the aim of maintaining existing enthusiasm, overcoming hurdles and supporting collaborative goals. The postholder will also support the developed of an output-based specification which will ensure the resulting system is both in keeping with the aspirations of the Project, unlocks potential and will provide a platform for potential commercial opportunities through the NEPO Associate Membership scheme.

Yorkshire and Humber

NEPO and our Member Authorities are working in partnership with YORprocure – YORprocure represents 24 Yorkshire and Humber local authorities and fire service. They will not only be taking an active role in leading this project but will also be utilising the resulting system. This will present the successful candidate with a wealth of stakeholder input, but it will also mean the need to travel across both regions will be significant.

Operational Structure

To support this work, module leads have already been assigned to work to the SIP Manager.

- Module 1 – Commissioning
- Module 2 – eTendering and Contract Register
- Module 3 – Spend Analysis
- Module 4 – Contract Management and Rebate Collection

Such leadership will be provided from existing capacity across the regions and will be conducted alongside other priorities.

Digital Transformation

The demands in the role will be varied and noteworthy, however the personal opportunity is substantial. NEPO with our YORprocure colleagues believe we are the first public sector organisation to design and procure such an all-encompassing end to

end system, and this role provide an opportunity to be part of the team delivering a significant digital transformation in public procurement.

Important dates

The deadline for applications is **Sunday 24th February 2019, 23:00**

Interviews will be held across **Thursday 7th March 2019** at the Guildhall, Newcastle Quayside.

Apply

Applications will **only** be accepted via <https://www.northeastjobs.org.uk/>

For an informal discussion about the post, please contact Steven Sinclair, Head of Procurement at NEPO on 07980389576 or steven.sinclair@nepo.org. **No recruitment agencies please.**

For further information about NEPO and its work, please visit our website at www.nepo.org.