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# EXPERTISE

Experienced Purchasers Education Research Transfer for Industry 4.0 Skills Expertise

Skills and value calculation for skill measurement tool

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Skills in EXPERTISE skill measurement tool		
PL	Planning and Strategy	
PL1.1	Forecasting of the demand	Planning of annual demands, based on the sales forecast and experience in input for annual negotiations.
PL1.2	Enterprise Resource Planning / Material Requirements Planning / Advanced P	Material Requirements Planning / Advanced Planning and Scheduling / IT skills necessary to extract planning data from employed ERP system
PL1.3	Customer orientation	Being focused on the internal customer or internal user group
PL1.4	Stakeholder Relationship Management	Being focused on all internal and external stakeholders
PL2	Pool Planning	
PL2.1	Pooling Planning and Organizing	Pooling is to bundle the entire demands of the (group of) organisation(s). Pooling requires careful planning, demand identification and the application of organisational solutions (lead buyer concept, centralisation, purchasing councils).
PL3	Market Analysis and Planning	
PL3.1	Supply Market Analysis	Analysing the supply market. Who are the possible suppliers? What is the competition level between suppliers and what is their market power?
PL3.2	Supply Chain Analysis and Planning	Analysis and planning not only of the immediate supply market, but consideration of the entire supply chain.
PL3.3	Complexity of demand and specific knowledge	Knowledge on a special purchase domain, e.g. different industries, services, construction, purchase of health etc.
PL4	Innovation Analysis and Planning	
PL4.1	Technology Planning	Internal scan. This requires knowledge on the technological requirements of its own company.
PL4.2	Innovation Sourcing (PERFECT IQ2)	External scan. This requires a systematic scan of the solutions available on the supply market.
PL4.3	Innovation implementation	Implementing suppliers' innovations in the own organisation
PL5	Sourcing Strategy Planning	
PL5.1	Category Strategy Development	Development of the sourcing strategy for a category or family of purchasing goods, including strategic analysis and category classification/portfolio management. (e.g. Kravis)
PL5.2	Make or Buy Decisions	Choosing between manufacture a product in house or purchase it from an external supplier.
PO	Organisational structure	
PO1	Organisational Structure and Mandates	
PO1.1	Purchasing knowledge	Knowledge on purchasing in an organisation, e.g. Systems, organisational agility and best practice knowledge
PO1.2	Process Management	The design of processes and the addressing as well as redesign and understanding processes.
PO1.3	Technical knowledge of products and production systems	Understanding the technical aspects of the own products and production processes.
PO2	Strategic integration with the Board	
PO2.1	Joint value to the organisation	Knowledge on the added value of purchase to the organisation and the importance of purchasing to the organisation.
PO2.2	Strategic Management	Strategic integration refers to the preparation of purchases to work as a board member. Sourcing strategy development is covered is covered above in planning.
PO2.3	Corporate Governance	Knowledge on how exemptions are governed, inclusive board, role of advisory board, stakeholders etc.
PO2.4	Prediction of Purchasing in Organisation	Knowledge on how to ensure that purchasing plays an adequate role in the organisation.
PO3	Purchasing Involvement with other Functions	
PO3.1	Working together with the department Production/Operations	Knowing basics about Production/Operations and knowing how to establish/maintain the relationships.
PO3.2	Working together with the department Quality Management	Knowing basics about Quality Management and knowing how to establish/maintain the relationships.
PO3.3	Working together with the department Marketing Management	Knowing basics about Marketing Management in Public Relations and knowing how to establish/maintain the relationships.
PO3.4	Working together with the department Logistics and Storage	Knowing basics about Logistics and Storage and knowing how to establish/maintain the relationships.
PO3.5	Working together with the department Research & Development	Knowing basics about Research & Development and knowing how to establish/maintain the relationships.
PO3.6	Working together with the department Human Resources Management	Knowing basics about Human Resources Management and knowing how to establish/maintain the relationships.
PO3.7	Working together with the Legal department	Knowing basics about legal aspects, like contracts, compliance and legal consequences and knowing how to establish/maintain the relationships.
PO4	Process Orientation	
PO4.1	Supplier Selection and Evaluation	
PO4.1.1	Developing specifications for supplies	Specifying the requirements and needs for supplies.
PO4.1.2	Request for Quotation (RFQ) / Request for Proposal (RFP) / Information (RFI) - Inviting suppliers to submit a bid, which means the requirements as laid down in the request.	
PO4.1.3	Global Sourcing / Supplier Acquisition	Sourcing materials, processes, designs, technologies and suppliers from global market / acquiring new global suppliers.
PO4.1.4	Making cost analyses (PERFECT IQ2)	E.g. the calculation of the total costs of ownership or other cost calculations.
PO4.1.5	Evaluating Offers & Supplier Selection	Evaluating the offers and selecting a supplier (or more) with whom the delivery of the product will be negotiated, including the tendering process. Aspects needed to be taken into account: diversity, ethical issues, and cost/price.
PO4.1.6	Corporate Social Responsibility	A business model that requires active compliance with the spirit of the law, ethical standards and national or international norms.
PO4.1.7	Sustainability	Sustainable purchasing, considering environmental, social, ethical and economic issues, in the management of the organisation's internal resources.
PO4.1.8	Purchasing Process Improvement	Purchasing Process Improvement
PO5	Negotiation	
PO5.1	Negotiating the specific terms	Negotiating/ considers all commercial and legal terms that need to be settled in a satisfactory way with the supplier.
PO6	Contract Development and Management	
PO6.1	Contract Development	Drafting of contracts, application of standard vs. customized contracts.
PO6.2	Contract Management	Monitoring and enforcing the contracts after they have been signed.
PO6.3	Claims Management	Claims management is dealing with opportunistic suppliers who tend to increase their margin with extra work apart from the contract. The negotiated price is obviously too low and the suppliers' margin comes from subsequent extra charges.
PO7	Supplier Relationship Management	The ongoing management of the suppliers after contracting / strategically planning for, and managing, all interactions with suppliers.
PO8	Supplier Relationship Management, Together with PO5.6.7	
PO8.1	Supply risk assessment	The implementation of strategies to manage both everyday and exceptional risks along the supply chain to deal with risks and uncertainties caused by or impacting on logistics related activities or resources in the supply chain.
PO9	Supplier Evaluation	
PO9.1	Supplier Evaluation	Process of measuring and monitoring the performance of current suppliers.
PO9.2	Supplier Development	
PO9.2.1	Supplier Development	Cooperation with suppliers to improve their processes and product capabilities.
PO9.2.2	Early Supplier Involvement	Involving the supplier in the new product development process from a very early stage.
PO9.2.3	Early Supplier Involvement	The process of becoming a preferred strategic business partner with your supplier.
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