<table>
<thead>
<tr>
<th>TSC Category</th>
<th>Supply Chain Management</th>
</tr>
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<tbody>
<tr>
<td>TSC</td>
<td>Vendor Management</td>
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<tr>
<td>TSC Description</td>
<td>Manage vendor relationships by ensuring contract terms are being met, providing innovation in services, operating within standards established by the organisation, and adhering to all security, compliance, business continuity and best practices</td>
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<table>
<thead>
<tr>
<th>TSC Proficiency Description</th>
<th>Level 1</th>
<th>Level 2</th>
<th>Level 3</th>
<th>Level 4</th>
<th>Level 5</th>
<th>Level 6</th>
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<tr>
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<td>MAR-SCL-3004-1.1</td>
<td>MAR-SCL-4004-1.1</td>
<td>MAR-SCL-5004-1.1</td>
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<tr>
<td></td>
<td>Collaborate with vendors to fulfil procurement needs</td>
<td>Develop long-term vendor relationships</td>
<td>Drive strategic vendor partnerships</td>
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### Knowledge
- Procurement workflows
- Bill of materials (BOM)
- Types of marine equipment, parts and materials
- Types of ships and rigs, terminologies and features
- Types of procurement management tools, systems and software
- Organisation’s sourcing policies and procedures
- Service level agreements (SLAs) and preferred supplier agreements (PSAs)
- Organisation’s tendering and purchasing processes
- Key critical components of rigs and ships
- Organisation’s procurement strategies
- Vendor landscape
- Contract management
- Types of cost-benefit evaluation
- Principles of negotiation
- Best-in-class vendors and their respective contact points
- Organisation’s due-diligence processes
- Organisation’s product portfolios
- Organisation’s business strategies and objectives

### Abilities
- Source for vendors according to marine equipment, parts and materials required
- Establish contact with vendors to verify their capability to deliver on the project’s or organisation’s needs
- Clarify technical specification requirements to ensure procured items meet engineering standards
- Source for vendors to ensure the supply of key critical components
- Develop relationships with new vendors to expand supplier options
- Participate in tendering processes, presenting objective and non-bias inputs into vendor-selection process
- Collaborate with vendors to rectify recurring supply issues and gross quality defects, handling any other issues
- Source for best-in-class vendors for high-profile projects and expansion or innovation initiatives to ensure quality and successful execution
- Establish strategic partnerships with best-in-class vendors to ensure business continuity and leverage on opportunities to reduce vendor fragmentation
- Collaborate with vendors and Legal to conduct due-diligence prior to
| | | mismatches, and quality defects upon delivery, escalating issues to senior team members as necessary  
- Provide administrative support related to invoicing and payments  
- Update vendor information and records into the procurement management system  
| | | escalated by junior team members  
- Review existing contract terms against performance metrics to discuss contract renewals, terminations and modifications of terms with vendors in the organisation's best interest  
| | | establishing any agreements  
- Leverage on performance metrics to lead management reviews regarding vendor contract renewals, terminations and modification of terms  
- Communicate service level agreements (SLAs) and preferred supplier agreements (PSAs) changes to senior executives and key stakeholders  |