

|                            |                               |
|----------------------------|-------------------------------|
| <b>Position</b>            | Director Procurement Delivery |
| <b>Reports to</b>          | Chief Procurement Officer     |
| <b>Direct reports</b>      | Head of Sourcing              |
| <b>Band classification</b> | SES 1                         |
| <b>Date approved</b>       | August 2026                   |

## 1. HealthShare Victoria

HealthShare Victoria (HSV) drives statewide surety, procurement and logistics supply chain services across Victoria's public health system. We deliver value and sustainable and reliable access to products and services at scale, ensuring public hospitals and health services can access what they need in a cost-effective and coordinated way.

HSV is committed to building trusted business partnerships with Victoria's public health sector that enable safe, high quality and sustainable healthcare for the Victorian community.

From 1 October 2026, HSV transitioned into the Victorian Department of Health to enable greater integration and alignment between procurement, planning and policy, reducing duplication and ensuring Victoria's health system is well positioned to support a modern, networked health system.

## 2. Position summary

Reporting to the Chief Procurement Officer, the General Manager Procurement Delivery leads HSV's procurement delivery function across Equipment, Medical Consumables, Pharmaceuticals, ICT and Indirect Categories.

The role is accountable for developing and executing category and sourcing strategies that maximise commercial value, strengthen supply security, improve patient outcomes and support the Victorian public health sector.

As a member of the Procurement Leadership Team, the role drives benefits realisation, strategic supplier partnerships, commercial performance and organisational capability while contributing to HSV's broader strategic objectives.

The General Manager Procurement Delivery works collaboratively with health services, government, suppliers and industry partners to deliver sustainable whole-of-system value.

The role provides enterprise-level commercial leadership, leveraging market intelligence, analytics and supplier ecosystem strategies to optimise value, improve health system outcomes and maximise return on public expenditure.

As part of an integrated health system workforce, the role will be required to contribute to and support Department of Health initiatives, projects, programs and operational priorities in addition to HealthShare Victoria responsibilities. This includes working collaboratively across organisational boundaries, providing surge support where required, and contributing expertise to activities that advance whole-of-system outcomes

## 3. Specific duties and accountabilities

### Commercial & Value Delivery

- Deliver agreed commercial, financial and operational benefits across HSV procurement portfolios.
- Lead benefits identification, measurement and realisation frameworks.
- Maximise value through cost optimisation, working capital improvement, supply chain efficiency and sustainability initiatives.

### Procurement Strategy & Category Leadership

- Develop and execute category strategies aligned to HSV and health sector priorities.
- Drive sourcing, contract and supplier strategies that improve value, innovation and service outcomes.
- Identify market opportunities and emerging trends to inform strategic decision making.

### Commercial Partnerships & Supplier Markets

- Build strategic supplier partnerships that enhance value creation, innovation, resilience and supply continuity.
- Lead commercial negotiations for complex and high-value procurement arrangements.
- Strengthen HSV's influence across supplier markets and government procurement networks.

### Health Service & Stakeholder Engagement

- Build trusted partnerships with health services, clinicians, government and industry stakeholders.
- Align procurement activity with customer needs and patient outcomes.
- Advocate for HSV's value proposition and sector leadership role.

### Governance, Risk & Surety

- a. Ensure compliance with procurement governance requirements and risk frameworks.
- b. Support state-wide supply assurance and risk mitigation strategies.
- c. Foster a culture of integrity, accountability and continuous improvement.

### Reporting

- a. Drive accurate, relevant and timely performance reporting relevant for Procurement Delivery including but not limited to; reporting against the Business Plan, Statement of Priorities, Organisational Key Performance Indicators (KPIs), Benefits, Opportunities, Victorian Industry Participation Program (VIPP), Exemption, relevant Committees.
- b. Drive the agenda for reporting relating to plans, challenges and outcomes for Procurement and / or any other strategic sourcing activity.
- c. Be accountable and responsible for contributing to associated data sets per the Data Management Standard.

### Environmental awareness and impact

- a. Understand the external operating environment (government, health, economic, commercial and social) domestically and internationally. In particular, holding (and continuing to develop) a strong understanding of the needs of Health Services and the Victorian government, and how HSV can help meet them.
- b. Maintain strong awareness of current and emerging trends and appreciating the opportunities and threats they present to HSV and customer Health Services.

### Health System Contribution

- a. Supporting department and cross-organisational projects, initiatives and operational activities as required.
- b. Providing flexible deployment of skills and capability to meet emerging business priorities and system needs.
- c. Working collaboratively across the Department and partner agencies to achieve whole-of-system outcomes.
- d. Sharing knowledge, expertise and resources to support effective service delivery and organisational performance.

### Health, safety and wellbeing (BeSafe)

- a. Builds a culture of physical and psychological safety and encourages proactive safety behaviours
- b. Shares a vision of the team's safety goals and communicates the way to achieve them
- c. Actively cares for the health, safety and wellbeing of individuals within the team
- d. Role models safety behaviours and clearly sets expectations
- e. Take reasonable care for your own safety and act in a safe manner to reduce risk to others
- f. Reports hazards, incidents and injuries and takes part in actions to eliminate hazards
- g. Attend BeSafe activities, forums and training to help create a robust safety culture at HSV

### HSV values

Uphold the HSV values:



**Collaboration at HSV**

- a. Builds a culture of collaboration across HSV and externally
- b. Identifies and overcomes barriers to communication with internal and external stakeholders
- c. Establishes and manages complex, multi-stakeholder relationships

**HSV strategy, policies and procedures**

- a. Contribute to the delivery of HSV's strategic plan and roadmap initiatives.
- b. Comply with HSV policies and procedures and report breaches and/or risks to your people leader or another relevant stakeholder.

**Other duties**

- a. While the principal duties are detailed above, this position may be required to undertake other duties from time to time.

**4. Qualifications and experience required**
**Academic**

- a. Relevant tertiary or post-graduate qualifications, preferably encompassing business, procurement, and supply chain (preferred)

**Experience**

- a. Significant executive procurement experience with operational accountability for a portfolio, division or organisation.
- b. Proven experience in driving cost and service improvements in a multi-divisional, decentralised organisation (desirable).
- c. Demonstrated experience successfully leading a team through significant change.
- d. Demonstrable and significant executive leadership experience and capability with a commitment to actively combining a strategic focus with an operational awareness and ability to support staff and resolve problems.
- e. Demonstrated executive experience delivering significant commercial outcomes through procurement, category management, commercial negotiations, supply chain optimisation and strategic supplier partnerships.
- f. Proven ability to identify, quantify and realise enterprise-wide value creation opportunities supported by rigorous commercial analysis and benefits tracking.
- g. Experience in developing and implementing leading procurement strategies and capabilities across a range of direct and indirect categories.
- h. Experience leveraging modern procurement systems and delivering value via their application.
- i. Knowledge and experienced in the public health sector procurement, supply chain and clinical engagement (preferable):
  - i. In-depth understanding with hands on experience and demonstrated successes in Health services management and clinical engagement.
  - ii. In-depth understanding of the health sciences supplier market.
- j. Experience working with governance requirements and risk management systems within a statutory authority.

**Personal**

- a. Strong business acumen, with high level of understanding of broader business issues.
- b. Highly commercial and strategic thinker with the ability to translate market intelligence into organisational value.
- c. Strong understanding of supplier economics, market dynamics, value chain optimisation and enterprise value creation.
- d. Demonstrated ability to challenge traditional thinking and unlock innovative commercial solutions.
- e. Articulate communicator. Demonstrated success in influencing supplier business and clinical decision outcome highly preferable.
- f. A determined, yet cooperative style with the ability to manage a number of competing priorities and be prepared to roll up their sleeves to support the team as required including to achieve tight timeframes.
- g. Outstanding problem-solving skills and sound judgement to resolve complex business issues that is underpinned by a strong analytical mindset.

- h. Superior negotiation skills that have been applied to large commercial contracts.
- i. Ability to identify and sell procurement's value to our client base.
- j. Demonstrated ability to successfully lead and implement change resulting in measurable improvement with multiple stakeholders.
- k. Understanding of government processes and procurement requirements as well as the inner working in the public health services Strong 'team builder' with the ability to develop and maintain positive working relationships with people at all levels within and outside the organisation; ability to lead a team to best practice outcomes.
- l. Superior communication skills in providing information and advice to external and internal stakeholders both written and verbal.
- m. Excellent interpersonal skills, including an ability to negotiate and influence others with diplomacy, tact and discretion.
- n. Enthusiasm, energy, inquisitiveness, initiative and innovative thinking.
- o. Able to comply with the inherent requirements of positions at HSV: of "good character" and a "fit and proper person" to perform the position; able to uphold the HSV Code of Conduct and the Code of Conduct for Victorian Public Sector Employees; able to perform the position without posing an unacceptable risk to the occupational health and safety of other workers, or to oneself; able to perform the functions or tasks that are necessary to achieve the outcomes of the position; free of conflicts or prejudices that would prevent one from performing the duties of the position in an impartial way.

## 5. HSV's Leadership Capability Framework

### Executive leaders

Executive leaders have a future-focused mindset and sound commercial acumen. They excel at collaboration and clear communication and have a track record of converting strategy into outcomes for HSV and our customers. With a safety-first mindset, they innovate and challenge those around them to collaborate and work efficiently to grow HSV whilst maintaining quality. They are resilient and resourceful leaders who role model HSV's Values. Executive leaders are active mentors and support people reaching their full potential.

Priority leadership capabilities for Executive leaders:

- Future-focused - Thinks ahead and evaluates opportunities, risks and leading practices and adopts a global perspective
- Commercial - Uses data and resources to deliver results, value and commercial outcomes
- Strategic thinker - Consolidates priorities, goals and opportunities into clear direction and adapts to changing circumstances
- Customer-focused - Understands customer needs and puts them at the centre of our decisions so we deliver exceptional service
- Builds talent - Identifies strengths and enables our people to learn, develop and reach their full potential
- Drives change and innovation – Is courageous, open to new ideas, champions and navigates change

## 6. Locations for work

Primary:

- CBD Office: 11/50 Lonsdale Street, Melbourne VIC 3000

Secondary:

- Derrimut Distribution Centre: Foxley Court Derrimut, Victoria; and
- Dandenong Distribution Centre: Ordish Road Dandenong South, Victoria.
- Regular travel and attendance at all HSV locations is a requirement of this position.

Some travel to HSV customer sites is a requirement of this position.

As relevant the position may be required to work from home from time to time.