

PR/118835 | Senior Treasury and Procurement Lead (Retail)

Job Information

Recruiter
JAC Recruitment UK

Job ID
1624016

Industry
Audit, Tax Accounting

Job Type
Permanent Full-time

Location
United Kingdom

Salary
Negotiable, based on experience

Refreshed
November 24th, 2026 11:03

General Requirements

Minimum Experience Level
Over 6 years

Career Level
Mid Career

Minimum English Level
Fluent Level

Minimum Japanese Level
None

Minimum Education Level
Associate Degree/Diploma

Visa Status
No permission to work in Japan required

Job Description

The Senior Treasury and Procurement Lead is to manage all aspect aspects of the indirect tax and procurement lifecycle, including:

1, Managing the company’s cash position

2, Payment processes

3, Procurement governance across the organization

4, Cash outflow management

5, Strong financial controls over spending

6, Effective coordination with internal stakeholders, BPO providers, and external partners

This is a hands-on role in a lean finance team, combining treasury operations, accounts payable oversight, and procurement process ownership.

DUTIES AND RESPONSIBILITIES
Treasury Management

- Manage short-term liquidity and cash positioning across bank accounts
- Maintain and update rolling cash flow forecasts
- Monitor cash inflows/outflows and identify potential liquidity risks
- Execute and oversee fund transfers, FX transactions, and intercompany movements
- Maintain relationships with banking partners and payment providers

Accounts Payable Oversight (via BPO)

- Oversee end-to-end AP process managed by BPO provider
- Review and approve payment runs in line with internal controls
- Ensure accuracy, completeness, and timeliness of invoice processing
- Handle escalations, exceptions, and urgent payments
- Monitor aging and ensure no operational bottlenecks

Procurement & Spend Control

- Design and enforce procurement policies and approval workflows
- Ensure proper authorization and budget alignment for all expenditures
- Partner with business teams (marketing, operations, production) on spend planning
- Support vendor selection and commercial terms negotiation where relevant
- Drive cost discipline without compromising business agility

Payment Governance & Controls

- Own payment approval matrix and segregation of duties
- Ensure compliance with internal controls and audit requirements
- Prevent fraud, duplicate payments, and unauthorized spending
- Maintain clear audit trail for all payments

Vendor Management

- Maintain vendor master data integrity
- Coordinate onboarding of new suppliers (including compliance checks)
- Manage payment terms and support optimization of working capital
- Act as key finance contact for vendor-related matters

Cross-Functional Collaboration

- Work closely with FP&A on cash planning and budget alignment
- Partner with Financial Control on closing, accruals, and audit requirements
- Coordinate with Finance team / BPO on transactional execution

- Liaise with Tax/Finance teams where payments have tax implications (e.g. VAT, withholding tax)

System & Data Management

- Operate and optimize procurement systems (SAP MM, etc.)
- Conduct spend analysis and reporting
- Visualize procurement data and manage dashboards
- Implement and manage e-procurement platforms

YOUR EXPERIENCE

- Minimal 10+ years of experience of the entire lifecycle of treasury and procurement within an international setting
- Retail or FMCG industry background preferred
- Strong understanding of cash flow management and working capital
- Solid knowledge of AP processes and financial controls
- High attention to detail with a risk-aware mindset
- Strong communicative skills (both orally and in writing)
- Commercially minded, proactive, action-oriented
- Strong analytical and problem-solving skills
- Moves fast on negotiations and decisions without losing accuracy
- Holds full ownership over cost and risk, committed to delivering results
- Questions industry norms and existing contracts, always seeking better terms and structures
- Interpersonal savvy, relates well to different types of people with different backgrounds
- Ability to set priorities (sense of urgency vs prioritization)
- Advanced skills in Excel/Microsoft Office (pre)
- SAP Experience (pre)

We regret to inform applicants that only shortlisted candidates will be notified. Thank you for your understanding

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Company Description