



Procurement Manager

About us

ATG Entertainment is proud to stand at the forefront of the live entertainment industry.

Our expertise and capabilities enable producers and other creatives to bring their visions to life and create unforgettable performances for audiences, presented in our landmark venues and delivered with exceptional hospitality. It is the passion of our teams, that cover every discipline across the live entertainment industry, that underpins our continuing strategic growth and success.

We own, operate or programme some of the world's most iconic venues; ATG Entertainment manages 64 venues across Britain, the US and Germany.

We are the world leader in theatre ticketing; We process more than 18 million tickets every year for hit musicals, acclaimed plays, concerts, comedy shows and a variety of other live events across the UK, US, and Germany.

We present the world's best live entertainment in our venues; working alongside the world's leading producers and creative artists, our venues present an extraordinarily diverse range of top-quality entertainment.

We produce award-winning shows; our in-house production team, ATG Productions, are dedicated to producing critically acclaimed, commercially successful and creatively ambitious work for the West End, Broadway, Continental Europe and beyond.

People are at the heart of our success. We are passionate about bringing great live experiences to the widest possible audience; about giving the world's best creative talent the stage it deserves; and about providing our people and partners with opportunities to realise their full potential.

Our values

In everything we do, we strive to be Ambitious, Collaborative, Passionate and Smart.

- We are **ambitious** and seek to exceed people's expectations.
- We are **collaborative** and help each other to reach our goals.
- We are **passionate** about our work, our business, and our industry.
- We are **smart** in our quest for simple, efficient, and innovative solutions.

Corporate Social Responsibility: our priorities

- Next Generations: introducing tomorrow's audiences to the pleasures of live entertainment, recruiting and nurturing the next generation of industry talent.
- Inclusion: improving and promoting diversity, inclusion and well-being in the workplace.
- Sustainability: helping reduce our impact on the environment by making our business more sustainable.

A Stage for Everyone - Our Inclusion, Diversity, Equity and Access Mission Statement

Our stages are a platform for compelling stories – stories that are for all, by all, and of all. We shine our spotlight on our differences and believe that understanding and celebrating these differences makes us better global citizens. We are passionate about the pursuit of true diversity and equality. We strive to make our venues beacons of these ideals in our communities. Onstage and off, we hold ourselves accountable for nurturing an inclusive culture, one in which everyone can bring their authentic selves. At ATG entertainment, we provide a stage for everyone.

We recognise that we do not have all the answers; but we strive to listen, to learn and to change in order to ensure ATG Entertainment becomes a truly inclusive organisation. We therefore welcome and encourage applications from individuals from the widest possible range of backgrounds and particularly welcome applications from those currently underrepresented in our workforce.

We are a Disability Confident Committed Employer, which means that we are taking action to ensure that people with disabilities and long-term health conditions feel supported, engaged and able to fulfil their potential in the workplace. We will offer an interview or recruitment event to disabled candidates who tell us they wish to participate in the scheme and who demonstrate in their application that they best meet the essential criteria for the role. Where we receive more applications than we are reasonably able to interview for any given role, we will retain applications for the next available interview opportunity wherever possible.

If you'd like to discuss accessibility prior to applying, please email recruitment@atgertainment.com for a confidential discussion.

The Procurement Manager Role

This role is based at our Shaftesbury Avenue office in London.

The Procurement Manager will lead procurement strategies across indirect categories, ensuring alignment with the business needs of our operations in the UK, Europe & USA.

This role focuses on delivering measurable savings, cost avoidance, and workforce optimisation while maintaining compliance with procurement policies and driving operational excellence. The role requires strong negotiation, analytical, and leadership skills to support ATG's business objectives, with an emphasis on supplier relationship management, risk mitigation, and sustainable procurement practices.

In this role you'll have the opportunity to further develop your career through professional accreditations (CIPS) and 'on the job' training and development.

Key responsibilities

- Develop and implement procurement strategies for indirect categories to achieve measurable savings, cost avoidance, and workforce optimization.
- Oversee the timely renewal and maintenance of UK FM, ensuring compliance and alignment with business objectives.
- Conduct strategic sourcing activities to identify suppliers that offer the right mix of products and services to support ATG's goals.
- Ensure stakeholders adhere to procurement policies, providing training and support to foster compliance across the organisation. Regularly review and update procurement policies to reflect emerging best practices, company updates and regulatory requirements.
- Lead contract negotiations to secure the best terms, ensuring the "five rights" of procurement: the right product, price, location, quantity, and quality.
- Draft and manage supplier contracts, ensuring terms and conditions protect our business and suppliers meet their obligations.
- Act as a trusted advisor to stakeholders, providing insights on indirect categories to align procurement activities with ATG's financial and operational goals.
- Develop risk management strategies to address potential disruptions or non-compliance issues.
- Utilise procurement tools, including OneTrust, to enhance compliance, efficiency, and transparency in supplier management.
- Analyse procurement data and market trends to identify cost-saving opportunities, optimise processes, and minimise risks to out of stocks or a financial impact to the business.
- Ensure procurement activities align with ATG's sustainability goals and ESG standards and the procurement policy.
- Lead initiatives to reduce environmental impact through responsible sourcing and supply chain management.

Everyone's responsibility

Everyone at ATG Entertainment is expected to play their part in achieving our goals and upholding our core values, by:

- Committing to creating and upholding a positive, inclusive culture that nurtures potential and supports well-being.
- Playing your part in reducing our environmental impact and finding more sustainable ways of working.
- Encouraging the next generation in live entertainment by contributing to our outreach and training programmes, including mentoring students and trainees, and supporting our Creative Learning and Community Partnerships work.

- Having a positive attitude to health and safety, legal and insurance requirements and take care to understand our policies and procedures. You'll help us uphold a positive culture around meeting our obligations.

We are all expected to participate actively in the life of the company, and opportunities will arise for you to collaborate with others across the business. Everyone at ATG Entertainment is expected to be flexible and adapt as the needs of the business change, taking on new or different responsibilities as the need arises.

Your skills, qualities, and experience.

We welcome transferable skills from other industries. If you can demonstrate many of the essential skills, qualities and experience we encourage you to apply. We are able to provide training where necessary.

Essential

- Strong negotiation skills, with the ability to secure optimal terms and deliver measurable cost savings.
- Advanced analytical skills to evaluate data, market trends.
- Proven expertise in supplier relationship management, with a focus on fostering collaborative, high-performing partnerships.
- Excellent communication and interpersonal skills, with the ability to navigate complex conversations and build stakeholder trust.
- Strong risk management capabilities to ensure business continuity and safeguard finances.
- Strategic sourcing and contract management expertise, including drafting robust agreements and ensuring supplier compliance.
- Financial acumen to analyse data, forecast budgets, and drive cost-effective decision-making.
- Leadership skills to manage and motivate a high-performing procurement team.
- Attention to detail to identify and address errors or anomalies in procurement processes and contracts.
- Experience in the entertainment, hospitality, or similar industries.
- On route to completing Professional qualifications such as MCIPS or equivalent.