



JOB DESCRIPTION

Position Title:	Supply Chain Management Manager, GOM	Position Type:	Exempt
Department/Group:	Supply Chain	Location:	Houston, TX
Reports To:	Senior Director, Supply Chain	Direct Reports:	2

Company Description

Kosmos Energy is a leading deepwater exploration and production company focused on meeting the world’s growing demand for energy. We have diversified production, a world-class gas development, and value creation opportunities from exploration in the proven basins where we operate.

Our key assets include production offshore Ghana, Equatorial Guinea and U.S. Gulf of Mexico, as well as a world-class gas development offshore Mauritania and Senegal. We also maintain a sustainable proven basin exploration program in Equatorial Guinea, Ghana and U.S. Gulf of Mexico. Kosmos is listed on the New York Stock Exchange and London Stock Exchange and is traded under the ticker symbol KOS.

As an ethical and transparent company, Kosmos is committed to doing things the right way. The company’s Business Principles articulate our commitment to transparency, ethics, human rights, safety, and the environment. Read more about this commitment in our Sustainability Report. For additional information, visit www.kosmosenergy.com.

Basic Function

The SCM Manager, GOM is responsible for the leadership and management of the supply chain team within the Gulf of Mexico Business Unit. The SCM Manager leads a team of 2 employees that are responsible for QA/QC and inventory management activities. The SCM Manager is directly responsible for the procurement of goods and services within the Gulf of Mexico Business Unit.

Essential Responsibilities and Job Duties

- Develop and execute contract and procurement plans for all goods and services required for deepwater GOM drilling, completion, workover, and subsea development projects.
- Issue RFP’s and negotiate pricing and commercial terms with selected suppliers.
- Issue purchase orders for tangible equipment and work orders for all services and rental items required for the applicable project.
- Develop and administer supplier performance scorecards during well operations with key suppliers. Hold performance review meetings with suppliers as required.
- Forecast future inventory requirements to ensure equipment and spares are available for operations and provide market information and costing for planning and budgeting purposes.
- Maintain accuracy of inventory within the OGSYS system.
- Engage with stakeholders at multiple levels to establish strong working relationships.
- Supervise 2 direct reports who conduct QA/QC and inventory management activities.
- Develop team members for future company growth.
- Ensure compliance with corporate policies and procedures.



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- Handle other projects, duties and responsibilities as assigned.

Qualifications and Education Requirements

- Minimum of 10 years of supply chain management experience
- Minimum of 5 years of working in oil & gas industry
- Bachelor's Degree in Supply Chain, Business, Operations Management, or Engineering required
- Master's Degree in Business Administration or Supply Chain preferred
- CPSM designation preferred
- Knowledge of oilfield services and equipment, including drilling, completions, and subsea production
- Skilled with computer applications such as Microsoft PowerPoint, Word, Excel and Outlook and Teams/SharePoint
- Experience in managing small teams in a matrix organization required
- Original, creative thinker with the ability to formulate and express a contrarian viewpoint
- Able to work in a fast-paced environment
- Experience in contracts management including drafting, negotiation, and administration of various contract types.

Attributes

- Strong interpersonal and communication skills
- Proven ability to prioritize and multi-task
- Exceptional productivity skills. Can be relied on to get the job done accurately and on time.
- Has little need for close management supervision and direction, and is comfortable and effective in an informal operating environment.
- Proven ability to collaborate with team and generate solutions
- Must enjoy entrepreneurial environment that often requires developing process or procedure. Must be an energetic self-starter with a passion for their work. An engaged, "hands on" team player.
- Ability to handle and protect sensitive information in a confidential and professional manner
- Proven ability to drive the strategic plan forward and meet established goals and deadlines
- Proven ability to lead work teams to meet goals and objectives
- Proven ability to develop engaged work teams and assist in their professional development
- Must be able to work with diverse employees, partners and governments from all parts of the world.
- Strong business acumen combined with interpersonal and leadership skills

Travel Requirements

Position requires approximately 10% travel, domestically and potential international.

Physical Requirements and Working Conditions

Must possess mobility to work in a standard office setting and to use standard office equipment (computer, printer, copier, etc.) stamina to maintain attention to detail despite interruptions, strength to



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lift and carry files weighing up to 25 pounds; vision to read printed materials and a computer screen, and hearing and speech to communicate in person and over the telephone.

Must have ability to work in outdoor environments occasionally to check warehouse and storage yard conditions for equipment storage and maintenance.

All qualified applicants will receive consideration for employment without regard to race, color, sex, sexual orientation, gender identity, religion, national origin, disability, veteran status, age, marital status, pregnancy, genetic information, or other legally protected status.

Reviewed By:		Date:	
Approved By:		Date:	
Last Updated By:		Date/Time:	