

## Senior Supplier Auditor

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Company: Teladoc Health

Location: Bahía Blanca

Category: computer-and-mathematical

Teladoc Health is a global, whole person care company made up of a diverse community of people dedicated to transforming the healthcare experience. As an employee, you're empowered to show up every day as your most authentic self and be a part of something bigger – thriving both personally and professionally. Together, let's empower people everywhere to live their healthiest lives.

### Summary of Position

The Senior Supplier Auditor manages the supplier, process, objectives, and initiatives of the organization's Operational, Regulatory, Quality and Privacy contractual compliance. The Senior Supplier Auditor reviews, designs and implements processes surrounding supplier compliance to the various organizational requirements. Supplier Compliance is an integral part of the continuing development of the Teladoc Supplier Management program to include risk-based management auditing & annual supply base-wide risk assessment/mitigation workplan.

### Essential Duties and Responsibilities

Provides leadership, oversight and guidance to assure supplier contractual and requirements compliance.

Develop, communicate, and deploy supplier agreements organization wide. The process will require significant buy-in among procurement, engineering, production, marketing, and regulatory representatives.

Identify potential strategic suppliers in all the major categories to partner on specific required

terms for compliance to ensure competitive advantages downstream.

Assist in strategic supplier performance and relationships. Develop and implement supplier quality and compliance management program(s). Ensure continuous improvement and encouragement of innovative ideas.

Manages daily supplier compliance functions and audit program.

Completes annual, quarterly, and ad hoc supplier compliance and risk assessment reporting.

Development of supplier compliance policies, including annual, quarterly, and ad hoc supplier reviews and updates.

Coordinate ongoing education with Learning and Development team for industry areas of concern.

Conducts internal educational meetings, at a minimum, on a quarterly basis.

Assists senior management with the development and maintenance of Department Policies and Procedures and participates in annual reviews.

Assists in onboarding new suppliers by coordinating professional introductions, orientation to specific policies and procedures, educational offerings, and mentoring.

Proactively identifies high-risk contractual and compliance areas to determine need for audit.

Maintains current knowledge of all required compliance rules and laws.

Forms relationships with multiple internal departments to support future goals and stakeholder needs.

Maintains supplier compliance with all company policies, procedures, and standards of conduct.

Develop supplier compliance KPI's.

Performs other duties as assigned

### **Supervisory Responsibilities**

No

## **Qualifications Expected for Position**

BS Degree in related discipline such as Supply Chain, Engineering, Health Information or five years of related experience.

Extensive experience working with supply chain, procurement and project management.

Excellent team facilitation skills needed.

Strong verbal and written communication skills required.

Ability to effectively persuade/influence and motivate people.

Proven ability to stay focused and get projects completed in a timely manner.

#LI-Remote

#LI-FU1

## **Why Join Teladoc Health?**

**A New Category in Healthcare:** Teladoc Health is transforming the healthcare experience and empowering people everywhere to live healthier lives.

**Our Work Truly Matters:** Recognized as the world leader in whole-person virtual care, Teladoc Health uses proprietary health signals and personalized interactions to drive better health outcomes across the full continuum of care, at every stage in a person's health journey.

**Make an Impact:** In more than 175 countries and ranked Best in KLAS for Virtual Care Platforms in 2020, Teladoc Health leverages more than a decade of expertise and data-driven insights to meet the growing virtual care needs of consumers and healthcare professionals.

**Focus on PEOPLE:** Teladoc Health has been recognized as a top employer by numerous media and professional organizations. Talented, passionate individuals make the difference, in this fast-moving, collaborative, and inspiring environment.

**Diversity and Inclusion:** At Teladoc Health we believe that personal and professional diversity is the key to innovation. We hire based solely on your strengths and qualifications,

and the way in which those strengths can directly contribute to your success in your new position.

Growth and Innovation: We've already made healthcare yet remain on the threshold of very big things. Come grow with us and support our mission to make a tangible difference in the lives of our Members.

As an Equal Opportunity Employer, we never have and never will discriminate against any job candidate or employee due to age, race, religion, color, ethnicity, national origin, gender, gender identity/expression, sexual orientation, membership in an employee organization, medical condition, family history, genetic information, veteran status, marital status, parental status or pregnancy.

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