



Director, Procurement Services

The University of Manitoba is a driving force of innovation, discovery and advancement. Our momentum is propelled by our campus community – UM faculty, staff and students whose determination and curiosity shape our world for the better. Our teaching, learning and work environment is uniquely strengthened and enriched by Indigenous perspectives. With two main campuses in Winnipeg, satellite campuses throughout Manitoba, and world-wide research, UM's impact is global.

Discover outstanding employee benefits, experience world-class facilities and join a dynamic community that values reconciliation, sustainability, diversity, and inclusion. We are one of Manitoba's Top Employers and one of Canada's Best Diversity Employers. At the University of Manitoba, what inspires you can change everything.

The opportunity:

The University of Manitoba is looking for a Director, Procurement Services. Reporting to the CFO & Comptroller, this position will be responsible for the leadership and administration of Procurement Services. This position leads a highly professional and uniquely skilled group of four Senior Purchasing Consultants (Category Leads); managing their respective Category teams in such diverse categories as Construction, Research, Operations, IT, Sciences, Health Sciences, Logistics, and Services from all funding sources to the University.

Additionally, the Director, Procurement Services will be responsible for the effective leadership of sound, efficient and cost effective Canadian public procurement competitive bid, construction, and negotiation processes and practices in construction tendering and the acquisition of goods, services and/or supply/service agreements of the same.

The qualifications and experience we're looking for:

- Post-secondary degree in Business Administration, MBA, and a Supply Chain Management Professional (SCMP) designation required.
 - 10 years experience in a senior managerial role with strategic and operational focus on supply chain sourcing and supplier management, including direct experience in strategic leadership, Strategic Sourcing, Category Management, and project and change management, in a large Public Sector environment, with diverse product and service needs is required.
 - Experience and proven history of negotiating substantial savings and operational efficiencies through supplier contracts and agreements required.
 - Experience in ERP Systems including E-Procurement modules is required.
 - Experience in a large highly decentralized organization is required, experience University environment would be preferred.
 - An acceptable equivalent combination of education and experience may be considered.
 - Knowledge of Public Procurement Strategic Sourcing and Supply Chain Management concepts and protocols are required.
 - Demonstrated experience in supplier negotiation required.
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- Knowledge of the marketplace and Canadian Public Procurement legislation, case law, and industry practices required.
- A demonstrated record of leadership and innovation, together with a proven track record of developing the skills of staff to meet departmental challenges required.
- Strong supervisory and organizational skills and a high level of inter-personal skills required.
- Demonstrated decision making with alignment to unit and institutional goals required.
- Strong problem-solving capabilities and analytical skills required.
- Effective written and oral communication skills required.
- High emotional intelligence and ability to influence is required.
- Strong interpersonal skills with the ability to build partnerships and work collaboratively with diverse groups is required.
- Strong skills in Microsoft office applications required.
- Knowledge of SAP Ariba / EPIC, Banner, Bonfire, Power BI/Tableau and sanctions screening tools would be an asset.
- Ability to devise and implement new and alternate systems and procedures within areas of responsibility required.
- Ability to ensure that all transactions not only are ethical, fair, open and transparent, but also perceived to be so
- Understanding of internal controls in broad and complex financial systems.
- Must have the ability to work under pressure to meet deadlines required.
- Demonstrated ability to provide excellent customer service is required.
- Ability to work overtime and/or be accessible via phone or email 24x7 as required to address urgent stakeholder requirements.
- Satisfactory work record, including satisfactory attendance and punctuality, is required.

Why the University of Manitoba?

Along with being one of Manitoba's top employers, we are proud to provide a collaborative and enriching work environment. In addition to a strong compensation package with a competitive salary, the University provides an exceptional workplace that includes:

- Comprehensive group benefits and pension plan.
- Competitive vacation time.
- Employee and Family Assistance Program.
- A full spectrum of professional development opportunities.

Apply today through the University of Manitoba's recruitment site, UM Careers:
https://viprecprod.ad.umanitoba.ca/DEFAULT.ASPX?REQ_ID=35118

Closing Date: October 2, 2024

Applications will only be accepted if you apply on UM Careers.



The University of Manitoba is committed to the principles of equity, diversity & inclusion and to promoting opportunities in hiring, promotion and tenure (where applicable) for systemically marginalized groups who have been excluded from full participation at the University and the larger community including Indigenous Peoples, women, racialized persons, persons with disabilities and those who identify as 2SLGBTQIA+ (Two Spirit, lesbian, gay, bisexual, trans, questioning, intersex, asexual and other diverse sexual identities).

If you require accommodation supports during the recruitment process, please contact UM.Accommodation@umanitoba.ca or 204-474-7195. Please note this contact information is for accommodation reasons only.

Application materials, including letters of reference, will be handled in accordance with the protection of privacy provisions of *The Freedom of Information and Protection of Privacy Act* (Manitoba). Please note that curriculum vitae will be provided to participating members of the search process.

