

Invites applications for the following position (s):

Administrative and Professional Staff (APSA)
Continuing Positions
MAJOR PROCUREMENT CONTRACTS OFFICERS

For the past 20 years, SFU has been ranked as one of Canada's top 3 universities. SFU employs more than 6,000 persons and operates three campuses in Metro Vancouver. The University has earned recognition as one of the top 55 Employers in British Columbia and one of the top 100 Employers in Canada.

The Procurement Services team plays a vital role at SFU. The team wishes to attract two motivated and qualified professionals to serve as Major Procurement Contracts Officers (MPCOs) on a permanent, full-time basis. The MPCOs report to the Director of Procurement Services and are responsible for providing integrated management of SFU's purchasing processes in accordance with SFU's policies and best practices, Competitive Bidding Laws and Trade Agreements for the public sector. The MPCOs provide project management leadership from "start to finish" in the procurement of a wide range of technical and non-technical goods and services. The MPCOs work with customers across the University to define acquisition needs, specifications and evaluation criteria. The MPCOs research and evaluate potential suppliers, identify, develop and implement appropriate procurement documents, tools and processes such as RFQs, RFPs and RFTs, and guide the selection of suppliers and monitor contract performance.

Ideal candidates are:

- business professionals with a least 5 years of relevant training, experience and education in complex environments which use PeopleSoft and Oracle and other ERP systems.
- leaders with knowledge of public sector procurement and relevant tax, contract and legislative requirements, including Freedom of Information and Privacy Protection, NWPTA (New West Partnership Trade Agreement) and the AIT (Agreement on Internal Trade).
- holders of Supply Chain Management Professional (SCMP) or Certified Purchasing Professional (C.P.P.) designation.
- team players and relationship builders with excellent strategic-thinking, organizational, computer, research, analytical, problem-solving, project management and writing skills.

START DATE:

ASAP

OPEN UNTIL FILLED

Simon Fraser University is committed to the principle of equity in employment and welcomes applications from all qualified individuals. All qualified applicants are encouraged to reply, in confidence, quoting File #14475, to: search@janetdavid.com. We thank and acknowledge all applicants and will proactively contact those selected for interviews.

