

## MY WORK. CITY.

### Buyer

(2 term positions, up to 18 months)

#### Help procure the City of Kelowna's future!

Join the City's Purchasing team and provide leadership and direction in the acquiring of over \$100 million in goods, services, and construction annually. Utilize your outstanding technical knowledge, detail-orientation, computer expertise, superior customer service and negotiation skills to review purchase requisitions, prepare and issue complex competitive documents, conduct market research and apply analysis and critical thinking as it pertains to procurement and the best outcomes for the City. As an integral part of our team, you will determine and influence procurement strategy, facilitate evaluations, recommend contract awards and resolve post-award contract issues.

We are seeking an experienced public purchasing professional with a Business-related Diploma, along with the Supply Management Training (SMT) certificate offered by the Supply Chain Association of Canada or equivalent.

Come work, play and live in Kelowna, a four-season destination and enjoy the many cultural amenities, direct access to exceptional mountain biking, water sports, skiing, golfing and Kelowna's easy connection to the world through our International Airport.

This is a CUPE bargaining unit position that offers a starting rate of \$35.80 per hour plus 14% in lieu of benefits, vacation and statutory holidays. Candidates who possess a Supply Chain Management Professional (SCMP) or equivalent designation and a Business-related Diploma and experience in public purchasing may be compensated at a higher rate of pay. These positions are anticipated to be 18 months in duration.

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**Apply online at [kelowna.ca/careers](https://kelowna.ca/careers) by June 22, 2021**

Applicants not contacted within three weeks of the competition closing date are thanked for their interest.