

PORT MOODY
CITY OF THE ARTS

The City of Port Moody is a growing community of 34,000 residents located 30 minutes east of downtown Vancouver at the head of the Burrard Inlet and just steps from seaside parks, mountain trails and lakes. To achieve our mission of providing services that enhance the quality of life for all of our residents, we are looking for motivated individuals to complement our team.

We have an exciting opportunity for a temporary, full-time **Purchasing Supervisor** to join our team until approximately November, 2021.

The Purchasing Supervisor performs complex purchasing functions including the purchase of high value, highly complex, and non-standard goods and services for various City departments while ensuring best value and compliance with Trade Agreements and City policies. The Purchasing Supervisor prepares, reviews, and analyzes detailed specifications, competitive bid documents and contracts, ensuring competitive bidding law requirements are met. This position also supervises junior staff and provides advice, guidance, and advanced technical support and expertise to department clients on purchasing requirements and issues.

For further details and to apply to this opportunity, please visit our Careers page, www.portmoody.ca/jobs .