

Manager, Capital Projects Procurement

Workplace Flexible within
the Interior Health Region



Interior Health

Interior Health is hiring a Manager, Capital Projects Procurement!

If you have a background in supply chain management and experience in a health care and/or construction environment, we want to hear from you!

This position offers a hybrid work model and is flexible anywhere within the beautiful Interior Health region.

The Manager, Capital Projects Procurement manages and coordinates the overall project administration and contract management processes for facility construction projects flowing through the CP&P department. The Manager provides guidance and direction to the project management team and delivers the procurement, contracting, and administrative reporting requirements for the planning, design, construction, and commissioning stages for all capital and operating projects undertaken through CP&P department.

The Manager provides the administrative expertise required to ensure that projects are reported within scope, cost, time, quality, and all corrective actions and close out requirements are addressed. This includes the review of contract documentation, authorization of payments to contractors, accuracy of all contract-related documentation and correspondence, and the supervision and management of project and office support staff functions. The Manager also supports the Director, Capital Planning & Procurement in the development and sharing of the team goals and liaising with Interior Health (IH) managers and inside and outside stakeholders.

Qualifications

- A degree in Business Administration, or Commerce and a diploma/designation equal to the Supply Chain Canada SCMP designation.
- Five to seven years of relevant construction industry experience with similar responsibilities preferably in a Canadian healthcare setting.
- Or an equivalent combination of education, training, and experience

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