

Job Opportunity

The Institution: University of British Columbia

The University of British Columbia is a global centre for teaching, learning and research, consistently ranked among the top 20 public universities in the world.

UBC embraces innovation and transforms ideas into action. Since 1915, UBC has been opening doors of opportunity for people with the curiosity, drive and vision to shape a better world.

To learn more, please visit UBC's [website](#).

The Opportunity: Associate Director, Procurement

The Associate Director, Procurement ("ADP") provides comprehensive leadership, strategic planning and direction in the development of UBC's procurement function. The ADP provides leadership in achieving the goals of the Procurement Modernization Program, transforming how the UBC community buys and pays for goods and services by simplifying processes, improving service delivery, delivering value, and embracing technology. In line with the strategy of the VP, Finance & Operations and the portfolio's strategic priorities, UBC is continuing its work on improving processes and service, delivering value, and enabling its systems.

The ideal candidate will possess the following qualifications and experience:

- Undergraduate degree in a relevant discipline; an MBA or Master's degree is an asset,
- Supply Chain Management Professional (SCMP) designation preferred (or equivalent),
- Minimum 10 years of procurement / supply chain management experience and experience managing senior staff or the equivalent combination of education and experience,
- Minimum 4 years of experience as a client services manager, or equivalent,
- Experience leading and driving continuous improvement initiatives,
- Supplier Relationship and Customer Relationship Management experience,
- Experience developing and monitoring SLA performance,
- ERP experience required (Workday experience is an asset),
- Planning / Forecasting, and the ability to build credibility for Procurement and ability to influence,
- Expert relationship manager with ability to manage multiple clients and suppliers,
- Ability to monitor and report on team performance to objectives,
- Ability to provide training and coaching guidance and communicate effectively to a large team,
- Ability to be thorough, accurate and have a high level of attention to detail,
- Ability to exercise tact, discretion and confidentiality.

The complete opportunity profile can be viewed: [Here](#)

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