**Job Title: IT Sourcing Specialist**

**INDEPENDENT ELECTRICITY SYSTEM OPERATOR**

Location of Position: Mississauga

The Senior Procurement Specialist will report to the Supervisor, Procure to Pay

 **The opportunity**

A seasoned procurement specialist with experience in the public sector, you will be responsible for leading all aspects of work related to the management of the IESO’s sourcing of complex IT solutions, planning for and maintaining expert knowledge of the IT business to ensure consistency in the application of the full cycle procurement process, and leading the negotiation and execution of contracts.  Reporting to the Supervisor of Procurement, you will develop innovative sourcing strategies that enable the IESO’s advancement of its technologies, while ensuring compliance with relevant regulations, directives, trade agreements, policies and control frameworks.

 **What you’ll do**

* Provide strategic procurement advice, guidance and assistance including the interpretation and explanation of procurement practice standards, policies and procedures to a broad client base, including internal and external stakeholders.
* Lead and facilitate procurement planning, collaborating across IT Business Units to successfully implement procurement strategies that foster alignment of similar needs, account for emerging or changing technologies, achieve value for spend, and utilize a flexible approach of innovative strategies.
* Manage the IESO’s competitive procurement process, including the development of complex solicitation documents; facilitation of the evaluation process; and drafting, negotiation and execution of contracts.
* Conduct risk analysis on areas such as single/sole sourcing justifications, market trends, technology life cycles, cybersecurity, contract terms and other procurement related areas of risk and provide recommendations to business units and management as necessary to make risk informed decisions.
* Coordinate all correspondence throughout the procurement process with internal and external stakeholders, including government stakeholders and contract managers
* Participate in special projects as assigned by the Supervisor, which may include developing and delivering training or information sessions; or building continuous improvement tools.
* Maintain an awareness of the latest developments in the areas of sourcing strategies and innovations, procurement law, and contract administration to contribute to strategic discussions with Business Units, Directors and Managers.
* Maintain market intelligence for robust vendor screening and monitoring as well as emerging technology trends.

**What you need to succeed**

Must have [OR Required]

* Minimum of 8-10 years progressively responsible experience in the procurement of IT hardware and software solutions in an organization of similar size, complexity and diversity, including development of competitive sourcing documents, negotiating and contract drafting.
* Understanding of public sector procurement practices and procurement related contract law with sufficient familiarity of legal terminology to be able to interpret and understand a variety of contractual terms and conditions.
* Exceptional oral and written communication skills with proven experience in creating solicitation documents, contracts, statements of work, formal reports and other relevant correspondence.
* Commitment to client service, with an ability to work within a variety of team environments.

 Nice to have [OR Assets]

* Leadership and project management skills.
* Experience working in an IT related field, or demonstrated understanding of technical aspects of a variety of technology types (including both hardware and software, cloud and on-premise)
* Excellent negotiating skills.
* Experience in conducting comprehensive risk assessments and developing recommendations on risk mitigation to senior leadership

**What’s in it for you**

* A comprehensive total rewards program, including best-in-class benefits and a flexible workplace
A challenging, fast-paced and collaborative team environment, where your perspectives and experiences matter
Leaders who support your growth and success through regular feedback and coaching
* The opportunity to work with some of the brightest minds in the industry

For future reference, please ensure to save a copy of the job description as it will no longer be available once the posting closes.

At the IESO, we know that achieving great results depends on embracing diversity by attracting, developing and retaining people from a wide variety of backgrounds. We do this by ensuring our recruitment and advancement policies are fair and equitable, and by creating an accessible and inclusive environment – one that values every team member’s unique skills and experiences and ensures they have the support they need to achieve their potential. If you require accommodation during the recruitment process, please let us know.

We thank you for your interest in a career at the IESO, but we will only contact those candidates selected for an interview.

Note: The successful candidate must be eligible to work in Canada and will be subject to a background check.

The IESO commenced its 6 month Hybrid Work Model Pilot Program on March 28th, 2022. The Model allows for remote working up to three days per week, based on business needs. When working in the office, you will be located at xx

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Find out **why we were selected as Greater Toronto’s Top 2022 Employers**, and what we offer.

