

Looking for a career with purpose and passion?

Manager, Construction Procurement – Perm Full Time

Ministry of SaskBuilds and Procurement
Regina, SK

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your
future

The Construction Procurement Branch of the Procurement Management Division (PMD) with the Ministry of SaskBuilds and Procurement (SBP) is seeking one (1) Manager of Construction Procurement who is energetic, adaptable and customer service oriented. As the Manager of Construction Procurement, you will be responsible for providing expert procurement advice and services as well as building and maintaining strong, collaborative, trusted relationships with our clients.

Based in Regina, this position will allow you to leverage your leadership skills, passion, and technical expertise with an organization that holds deep-rooted values of Respect and Integrity, Serving Citizens, Excellence, Innovation, Transparency and Fairness, and Acting as One Team.

As a member of the Construction Procurement team, you will create and support a team that drives for the best outcomes for Saskatchewan people. This will include supporting PMD and its clients in operational aspects of Construction Procurement, working with ministry clients and category managers to determine the optimal procurement approach, conducting the procurement process and contributing to the delivery of training, development of templates and other policy initiatives related to procurement matters.

To be successful, you will have a solid understanding of procurement and project management principles and methodologies with the experience of successfully managing large projects and initiatives. This will include knowledge of contract management, trade agreements, government policies and decision making processes. You must also be able to demonstrate your experience in business planning, process improvement, and change management. In-depth knowledge of provincial government structures, processes, and priorities is also an asset for this position.

You will have a proven track record of developing and maintaining positive and collaborative working relationships with a broad range of professionals; be skilled in thinking strategically; and have superior negotiating and conflict management skills. You will be required to gain consensus within varied and diverse groups. You will be able to thrive in a fast-paced environment with demonstrated ability to understand and respond to multiple, often concurrent demands, and be results oriented and accountable to exercise superior judgment in a continuously-changing and demanding environment.

Typically, candidates will obtain the knowledge and abilities required for this position through a combination of relevant experience and education related to procurement, project management, customer service, business management, and service management.

You will have:

- Knowledge of procurement and asset management best practices, trade agreements, contract management and negotiations;
- Strong communication, relationship-building, and customer service skills to work effectively in an evolving environment;
- Excellent project management, problem solving, analytical, and organizational skills along with a strong attention to detail;
- Strong Leadership and Management competencies;
- Experience with business improvement projects and strategic initiatives; and
- Knowledge of strategic planning and performance measurement methodologies.

This position will:

- Create, implement, and maintain policies and processes designed to help provincial government, MASH sector and other organizations adopt best practices and enhance their knowledge and understanding of procurement policies, programs, laws, procedures and processes;
- Provide professional expertise to clients using project management methods to reach acceptable solutions for business requirements and ensuring best value is achieved;
- Create trust, a feeling of belonging to a team, and a desire for team accomplishment by showing respect for and empowering others;
- Following through with team members and monitoring progress to ensure goals are achieved;
- Efficiently delegating work that is the appropriate level of difficulty and giving others the authority to accomplish it;
- Research, identify, and manage / support the management of all aspects of complex projects and processes including utilizing different systems or tools to complete strategic sourcing initiatives, retrieve data, identify technical and legal issues, perform financial and non-financial data analysis, and evaluate current and future trends;
- Consult with other provinces on specific needs/issues and work within the rules and regulations of other jurisdictions on intra-provincial opportunities;
- Build relationships with various stakeholders to achieve client and government objectives;
- Clearly and accurately explain, verbally and in writing, complex processes; interpret policy legislation, and standards; and provide recommendations to clients to enhance knowledge and understanding of policies, programs, laws, and procedures;
- Assist in the negotiation of contracts to ensure Government and stakeholder obligations are met, and in compliance with policy, legislation and best practices; and
- Create, format, and edit a variety of documents utilizing various software applications within tight and specific time lines.

Closing Date: June 23, 2021

Competition Number: RES005439

The Government of Saskatchewan offers a wide range of careers with purpose and passion. Our people enjoy an enviable work/life balance in an environment that supports creativity, innovation and diversity while providing learning and career development opportunities. We're helping make Saskatchewan the best place to live, work and raise our families, by building the best public service in Canada. Join the team!

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