



## Saskatchewan Indian Gaming Authority

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SIGA.ca



# Manager of Acquisitions

**Competition #:** 250976

## Education:

- Successful completion of Supply Chain Management program.
- Successful completion of the SCMP designation.

## Experience:

- Minimum 3 years' experience with progressive purchasing and supply chain management experience.
- Minimum 5 years of relevant work experience.
- The Laws of Requesting Tenders RFP's & Quotations.
- Contract Drafting.
- Contracting for Services.
- E-Procurement.
- Fundamentals of Competitive Bidding Law.
- Oracle Fusion experience.
- Advanced computer skills.

## Main Duties:

Reporting to the Director of Procurement, this position supports organizational excellence, and efficient use of resources, by overseeing and managing the timely procurement of goods and/or services for Central Office, all Casino operations, and capital projects.

## Responsibilities include:

Providing procurement expertise and guidance to direct reports, internal clients, and suppliers, monitoring for compliance with policy and process. Supervising Unit staff, promoting good relationships and ensuring they have the knowledge and tools they need to succeed. Personally leading RFP processes for major or complex End-User requirements. Effectively managing SIGA's supply chain, with focus on First Nations and local vendors. Assisting the Director of Procurement with development and implementation of other Procurement Initiatives as required.

## How To Apply:

Please visit [SIGA.ca/Careers](http://SIGA.ca/Careers)

