



# Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce Canadian Indigenous Job Seekers to a new approach to job searching. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Canadian Indigenous Peoples with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

Toll Free Phone: (866) 225-9067

Toll Free Fax: (877) 825-7564

17 – 2595 Main Street

Winnipeg, MB R2V 4W3

Subsidiary Offices:

Kenora • Midland • Ottawa • London • Sandy Lake • Winnipeg

# Job Board Posting



Careers.Indigenous.Link

Date Printed: 2021/04/20

## Director, Procurement And Contracting

<b>Job ID</b>	<b>E0-8B-E6-1A-E6-98</b>
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=E0-8B-E6-1A-E6-98">https://careers.indigenous.link/viewjob?jobname=E0-8B-E6-1A-E6-98</a>
<b>Company</b>	Office Of The Auditor General
<b>Location</b>	Ottawa, Ontario
<b>Date Posted</b>	From: 2021-01-18 To: 2021-07-17
<b>Job</b>	Type: Full-time Category: Miscellaneous
<b>Job Start Date</b>	April 2021
<b>Job Salary</b>	\$123 510 to \$151 625/year
<b>Languages</b>	Bilingual CBC

### Description

Want to Work for One of Canada's Top Employers The OAG is the place for you!

The Office of the Auditor General of Canada (OAG) was recently selected as one of the National Capital Region's Top Employers, and here is why:

The OAG takes pride in having a workplace that values and respects the different backgrounds and talents of our employees, which are highlighted through cultural festivals and awareness campaigns. We recognize our employees' personal needs outside the office and promote a healthy, balanced lifestyle through flexible work arrangements and generous time off policies. We offer peace of mind through a comprehensive benefits package that includes a pension plan, health and dental plan, disability benefits and an Employee Assistance Program. To learn more about the benefits of working at the OAG, visit our website.

By joining the OAG, you can also make a difference for Canadians. The OAG ensures that Canada's federal and territorial governments are accountable and productive. We conduct independent audits and studies that provide objective information, advice and assurance to Parliament, territorial legislatures, boards of crown corporations, government and Canadians

About this job

As the Director of procurement and contracting, you will be responsible to lead a team of 9 to 12 specialists to deliver quality procurement and contracting services while ensuring compliance with procurement and contracting standards and OAG policies.

This role includes supervising, supporting the professional development and managing the performance of team members, and maintaining effective working relationships with internal clients and external suppliers. Your responsibilities will also include working with your colleagues to contribute to identifying and implementing group and OAG initiatives, maintaining awareness of those initiatives among team members, and identifying and mitigating team, group and office risks. You will also participate in identifying and implementing strategic priorities and streamlining processes. In that role, you will conduct analyses, communicate with all levels of staff within the OAG, and look for opportunities to change and improve the OAG's operations.

Who can apply (1) Employees of the OAG, or (2) persons that are not employees of the OAG and residing in Canada or Canadian citizens residing abroad that are legally entitled to work in Canada.

Information you must provide

For Employees of the OAG:

Employees currently at the DX/ASG-07 level who are interested in the position must send an email directly to Veronique Duguay at [Veronique.duguay@oag-bvg.gc.ca](mailto:Veronique.duguay@oag-bvg.gc.ca) to confirm their interest. They are not required to submit their CV. They must meet the essential qualifications of the position, will be considered on the basis of best fit, will need to obtain positive references and meet the language requirements (reading comprehension, written expression, and oral proficiency) at the time of appointment.

For all other employees, the following documents must be provided as a Microsoft Word document:

• a maximum two-page curriculum vitae; and

• a maximum four-page statement clearly indicating how each education and experience qualification is met. They must also provide references who can validate the information provided.

For persons that are not employees of the OAG and residing in Canada or Canadian citizens residing abroad:

The following documents must be provided as a Microsoft Word document:

• a maximum two-page curriculum vitae; and

• a maximum four-page statement clearly indicating how each education and experience qualification is met.

In the documents submitted, it is not sufficient simply to state that the experience qualifications are met or just to list current or past responsibilities. You must provide clear examples that demonstrate how, when, and where you met the experience qualification. Failure to provide the above information in the required format may result in rejection of your application.

Closing date: Posted until filled

### **Experience**

A degree/diploma from a recognized post-secondary institution

OR

Completion of the Supply Chain Management Professional (SCMP) Designation Program accredited by the Supply Chain Management Association (SCMA)

OR

An acceptable combination of education, training and/or experience in government procurement and contracting.

### **Education Requirements**

Experience:

• Recent\* and Significant\*\* experience in managing human and financial resources including day-to-day management of teams and individuals

• Recent\* and Extensive\*\*\* experience in providing client service

• Recent\* and Extensive\*\*\* experience analyzing issues of varying complexity and communicating advice and recommendations effectively to all levels of management

• Recent\* and Extensive\*\*\* experience in negotiating and resolving differences of opinion

• Recent\* and Extensive\*\*\* experience in managing competing deadlines and priorities

Asset Qualifications

• Recent\* and Significant\*\* experience in interpreting and applying federal government contracting legislation, regulations policies and procedures in procurement and contracting

• Recent\* experience at the executive level

• Recent\* experience in the management of a complex\*\*\*\*, procurement and contracting projects, including tendering, evaluation and selection of suppliers

• Recent\* experience using a financial systems, including the procurement module

\* Recent experience gained through employment, studies, volunteer work, or an acceptable combination and is defined as experience gained within the last 3 years.

\*\* Significant experience is defined as the depth and breadth of the experience normally associated with having performed a broad range of various, related activities. It is defined as a minimum of 2 years.

\*\*\* Extensive experience is defined as the depth and breadth of the experience normally associated with having performed a broad range of various, related activities. It is defined as a minimum of 5 years.

\*\*\*\* Complex is defined as procurement requirements with at least three (3) of the following criteria: multiple clients or stakeholders, high dollar value, multi-year, sensitive, multi-phase evaluations, extensive negotiations, multiple project meetings, extensive reporting.

### **How to Apply**

Please send your application on our website by clicking Apply Now.