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# Example of Procurement Operations Manager Job Description

Our company is growing rapidly and is hiring for a procurement operations manager. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for procurement operations manager

* Develops and maintains strategic supplier relationships as defined by supplier segmentation strategy - with a goal to maximize value of key relationships to gain competitive advantage by building joint capabilities
* Seeks out new opportunities for application of 7-Step SSP and EST to drive savings opportunities
* Directly manages Sr
* Adheres to safety and quality standards as applicable to duties and accountability
* Lead teams on projects and helping manage the overall engagement with clients
* Manage, develop and encourage team members
* Deliver projects on time and within budget and in line with client expectations
* Generate sales opportunities
* Lead practice development activities
* Assist in additional analytical related activities including but not limited to compliance, catalog adoption rates, Procurement metrics

## Qualifications for procurement operations manager

* Experience with Regulatory Information Management (RIM)
* Bachelor’s degree preferred, MBA degree a plus
* Highly developed project management skills, knowledge and experience necessary
* Thorough knowledge of Supply Chain and Procurement concepts and terminology
* Great English communication skills both verbal and written
* Operate well within established business professional and ethical standards and demonstrate excellent interpersonal skills