Our company is growing rapidly and is hiring for an IT sourcing. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for IT sourcing

- Work with IT leadership to plan all major IT procurement activities associated with the purchase or lease of IT hardware, software and services
- Lead negotiation efforts with IT vendors relative to price, performance, terms and conditions
- Administrate activities for current, active IT contracts to include but not limited to renewals, true-ups, service level compliance, and authorizations
- Provide RFI/RFP process services to IT as needed to facilitate the procurement of IT asset and resources
- Serve as the liaison w/ legal for all contract related legal matters
- Develop process and procedures for proper vendor management
- Participate in IT Strategy, planning, and budget activities
- Lead strategic IT procurements related to strategic initiatives as needed, annual agreements associated hardware and software, service agreements, and service contracts for interim professional services or consulting
- Develop and maintain strong relationships with other IT departments
- Creating competitive opportunities within the marketplace by leveraging various resources

## Qualifications for IT sourcing

- Experience in negotiating both domestic and international (low-cost country) agreements is preferred, though not required
- Some experience of eSourcing systems
- Drive increased value through direct negotiation and other sourcing methods

- Have the ability to listen to business partner needs, negotiate agreements to meet or exceed these needs
- Perform market analysis and complete data gathering to develop/ support procurement decisions and strategies
- Must have the ability to create written communication that is properly structured providing clear, concise messages that draw well supported conclusions