



# Example of Mgr, Procurement Job Description

Powered by [www.VelvetJobs.com](http://www.VelvetJobs.com)

Our innovative and growing company is looking to fill the role of mgr, procurement. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for mgr, procurement

- Works on complex problems requiring significant analysis and evaluation of intangible variables
- Ensure that supply aligns/supports demand
- Ensure escalation process is followed when/if part misalignments or shortages occur
- Ensure quick resolution of supplier quality issues
- Review buyer metrics, document improvement plans and provide team member performance feedback
- Develop and present training to internal customers
- Collaborate with peers and management to determine key goals and objectives, and corresponding metrics
- Create new and revise existing procurement processes to accomplish best practices
- Identify current/future demand requirements for assigned commodities
- Ensure supplier's meet or exceed performance requirements including quality, cost and delivery

## Qualifications for mgr, procurement

- Run ongoing ESP relationships
- Handle the interface between procurement, GBS, and ESPs to ensure success of clinical trials
- Coach and mentor new associates

- BA in Business, Finance, Engineering, or Supply Chain Management, Advanced degree (MBA)
- Understanding of Tropos procurement environment a plus