

Associate director procurement and purchasing

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Company: University of Southern Queensland

Location: Toowoomba City

Category: other-general

Total remuneration range \$156,435 to \$173,403 pa

Full-time continuing appointment

Toowoomba, Springfield or Ipswich campus

Building on its strengths as Australia's leading regional University, UniSQ's vision is to be renowned for innovation and excellence in education, student experience, research, and engagement. Guided by our core values of respect, integrity and excellence, the University's Strategic Plan 2021-2025 outlines our commitment to creating and sharing knowledge, transforming lives and solving the problems that matter to our world. Through a team of high calibre professional partners, Finance and Business Solutions at UniSQ plays a key role in shaping and supporting the University's strategic objectives while executing its financial management obligations.

Who you are: Are you a seasoned professional in Procurement and Purchasing looking for a challenging and rewarding opportunity? Look no further! We are seeking a dynamic individual to lead the University's complex and strategically valuable procurement and purchasing function, shaping the future of our institution.

What you'll do: As the Procurement and Purchasing Leader, you will play a pivotal role in designing and implementing a governance framework and a roadmap for the way the organisation conducts its Procurement and Purchasing activities. This includes managing our skilled procurement and purchasing teams, setting objectives, defining development plans, and providing mentorship, leadership, and motivation. Your expertise in contract negotiation and management will also be key in supporting the negotiation of terms and conditions that align with UniSQ's goals. In doing so your Key Responsibilities in this role will be: Lead

complex and high strategic value procurements.

Design and implement common solutions for tasks.

Effectively manage the Procurement and Purchasing team, providing day-to-day supervision, mentorship, and leadership.

Support negotiation of contract terms and conditions in line with UniSQs objectives.

Provide strategic and operational advice to senior management, boards, or committees.

Implement procurement functions and associated change management processes.

Please review the position description further for more information about this exciting opportunity! What will help you succeed Together with your qualifications and extensive experience in operational management and also your expertise in leading service functions in a complex environment with a focus on procurement and purchasing, key to your success in this critical leadership position will include your: Membership in a professional accredited organisation (CIPS, CA, or CPA is desirable but not mandatory).

Strong skills and experience in procurement transformation, contract negotiation and management, governance, and risk.

Extensive experience in leadership roles, including team building, delivery management, and effective communication.

Excellent organisational and time management skills, balancing long-term strategic goals with short-term business-as-usual requirements.

Exceptional research, analytical, interpretative, and problem-solving skills.

Outstanding written and verbal communication and interpersonal skills, with influential consultation and negotiation abilities.

Knowledge and experience with contemporary online sourcing and contract management software.

For further information about this role, please contact Cliff Kaye, Chief Financial Officer via cfo@unisq.edu.au. The University offers a range of different ways of working and connecting across our physical and virtual spaces to meet the needs of our students, partners and community. We value diversity and strive to foster an inclusive environment that is underpinned by our values and champions, embraces and respects differences. We support and encourage applications from all diversity groups. With an increasingly diverse workforce, we understand that careers may be placed on hold or limited throughout many life circumstances. Find out more about UniSQ at www.usq.edu.au Reference Number : 0089_04/24 Location: Toowoomba, Springfield or Ipswich campus Term : Full-time

continuing appointment (36hrs / week)Salary : Total remuneration range \$156,435 to \$173,403 pa (includes salary range of \$132,180 to \$146,517 pa, employer superannuation contributions of 17% of salary and annual leave loading)Closes : Sunday, 28 April 2024 @ 10.30pm (AEST)At UniSQ we are united by our core values of Respect, Integrity and Excellence, which guide our daily actions and decision-making.To be considered for this position, you will need to have the right to work in Australia.If you know that this role is right for you, please submit your current resume together with a two-page (maximum) statement, outlining your skills and experience relative to 'Who we're looking for' in the position description.For more information on our selection process please refer to yourrecruitment journeyavailable on our website.#J-18808-Ljbffr

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