

Procurement Manager

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Location: Ballymena

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Job Description Mid and East Antrim Borough Council - Procurement Manager - Public

Sector Would you like to work within the Public Sector? Why should you apply?Hourly Rate

: £22.03 p/hLocation: Carrickfergus or Ballymena Hours of Work: 37 hours per week

Monday to Friday Duration: Temporary for 12 months Public Sector Duties:Responsible for

leading, developing and co-ordinating the strategic procurement needs of Mid and East

Antrim Borough Council Providing a comprehensive

procurement service to the organisation in order to ensure the most efficient use of Council

resources and safeguarding Council's reputation in line with an agreed Procurement Policy

Ensure delivery of the agreed Procurement Policy to achieve the Corporate Plan

Effectively manage, motivate, monitor and develop all procurement staff providing a support

service for the wider Council Criteria: Applicants must have full current

membership of the Chartered Institute of Purchasing and Supply (CIPS)2 years' experience

in a procurement management role in a large organisation, to include:

Experience of drafting and implementing procurement strategies and policies to achieve

outcomes for the organisationExperience of delivering procurement training, including the

production of training guides and documentationExperience of managing tendering

procedures, including procuring a diverse range of supplies, services and works achieving

efficiencies for the organisation Experience of managing/supervising a team of staff Knowledge

and understanding of Procurement and Contract Law and the application of this within the

NI Public Sector. In depth knowledge and understanding of relevant European legislation and

UK procurement regulations. Full current driving licence valid in the UK and access to a vehicle

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