Ponts
JACQUES CARTIER +
CHAMPLAIN
Bridges
Canada

1225, RUE ST-CHARLES O / SAINT-CHARLES ST W
BUREAU 500 / SUITE 500
LONGUEUIL QC J4K 0B9

JacquesCartierChamplain.ca

Manager, Procurement
Temporary position (18 months)
Full-time – 37.5 hours/week

The Jacques Cartier and Champlain Bridges Incorporated (JCCBI) is looking to expand its team to oversee the management, repair and maintenance of Québec's road-traffic and active-mobility infrastructure.

Our community

JCCBI is a cohesive team with a united voice that connects through cooperation and a culture of mutual support and innovation to achieve its goals. Choosing a career at JCCBI means joining a network of experts who innovate and uphold the sustainability of Québec's iconic infrastructure. The goal of JCCBI's team is also to create connections that join one side of the Island to the other, promote human and economic activity in Québec, and help JCCBI experts converge their talents.

The benefits of working at JCCBI

JCCBI is a Crown corporation that provides excellent benefits, a work-life balance, and professional development opportunities. JCCBI is committed to workplace equity, diversity and well-being and

- Flexible hours.
- Hybrid schedules: 3 days a week in the office and 2 days of remote work.
- Federal public service defined-benefit pension plan.
- 15 vacation days (after one year of service), 15 sick leave days, and 5 paid personal days.
- Comprehensive group insurance program.
- Reimbursement of sports activity fees.
- Continuing education program.
- Partial reimbursement of monthly public transit pass or free parking.
- For electric vehicles, charging stations are available at preferential rates.
- Longueuil's offices near the Longueuil–Université-de-Sherbrooke metro station.
- Even more to discover!

Your mission

JCCBI is looking for a **Manager, Procurement** to help fulfill the mission of the Procurement Department: Our department manages the Corporation's supply chain by acting as a leader in its field and fulfilling its role as a partner and advancing a responsible procurement approach.

Main duties

Reporting to the Director, Procurement, you will proactively lead your team to efficiently implement the procurement process components under your responsibility. You will also provide support to management when developing innovative procurement processes in accordance with the established principles and government guidelines to help achieve the Company's corporate objectives. In addition to supporting management, you will develop a procurement method that promotes business relations with First Nations.

- Support the Director, Procurement in their duties.
- Help modernize and update procurement processes and procedures.
- Promote the optimal use of financial, human and technological resources.
- Help team members develop their professional skills and expand their knowledge to ensure an efficient execution of their duties.

- Ensure the balanced distribution of responsibilities among team resources to maximize value creation.
- Propose changes to procurement policies and practices, recommend and help implement innovative procurement solutions to meet the Company's needs while promoting best practices and good governance.
- Develop a procurement strategy and business approach that promotes ties with First Nations.
- In collaboration with the Director, Procurement:
  - Pursue efforts to re-engineer, simplify and modernize the procurement process.
  - Identify orientations, objectives and priorities in accordance with the Company's strategic objectives.
- Ensure full compliance with procurement policies, processes and procedures while efficiently delegating authority.
- Provide guidance to colleagues and managers while serving as an expert-adviser in your field of activity.

Experience and education

- Bachelor's degree in business administration, business law or a related field.
- Minimum of ten years of experience in a purchasing or procurement management position in one or more of the following sectors: roadways, civil engineering structures, or construction. A combination of education and experience deemed equivalent may be considered.
- Strong procurement management skills, particularly with regard to tendering rules in a public and parapublic environment and excellent knowledge of the industry's strategic orientations.
- Knowledge of government procurement practices.
- Very good ability to communicate orally and in writing in both official languages.
- In-depth knowledge of Microsoft Office suite (Word, PowerPoint and Outlook).

Assets

- Membership in the Purchasing Management Association of Canada (PMAC).
- Experience in ERP implementation regarding the Procurement module, in particular.

Key skills

- Excellent communication skills and the ability to build strong relationships with employees, various stakeholders and partners.
- Mobilizing and constructive leadership through effective coaching and strong adaptability.
- Efficiency under pressure and the ability to prioritize, along with an excellent organizational sense to effectively manage various files while working successfully within a changing and growing environment.
- Ability to innovate and make informed decisions.
- Ability to navigate complex environments with tact, diplomacy, self-control and leadership.

Bridge your career. Take the first step to become an essential part of our community. Send your resume and cover letter to:

Emily Veloza, Consultant
PIXCELL - Leaders recruiting leaders
(514) 427-1368
emily@pixcell.co

Find out more on JCCBI's **Careers** page.

JCCBI is an equal opportunity employer. We encourage applications from First Nations people, women, racialized people, and people with disabilities. Our offices are also accessible for people with disabilities or functional limitations.