

SGEU Up-in-Range

The following posting is in accordance with the clauses dealing with "In-Hiring Rate of Pay".

Permanent Full-time

RES007977 - Procurement Business Partner

Ministry: Executive Government>013 Saskbuilds and Procurement

Grade and Job: SGEU.12., SIB - SGEU

Salary Range: \$44.410 - \$55.654

Rate Approved: \$ 50.000 per hour

Key Responsibilities of position:

The Role is responsible for:

- Create, implement, and maintain new procurement models, policies, and processes designed to help provincial government organizations adopt best practices and improve their procurement performance in all phases of the acquisition life cycle;
- Research, identify, and manage all aspects of a complex competitive procurement process (RFP) including utilizing different systems or tools to complete strategic sourcing initiatives, retrieve data, identify technical and legal issues, perform financial and non-financial data analysis, and evaluate current and future trends;
- Consult with other provinces on specific needs and work with the rules and regulations of other jurisdictions on interprovincial procurement opportunities;
- Develop relationships and liaise with senior ministry, agency, and Crown Corporation officials to lead them through the strategic procurement process to achieve client and government objectives;
- Clearly and accurately explain, verbally and in writing, complex processes;
- interpret policy standards relating to the acquisition and contracting of services;
- and provide recommendations to clients to enhance knowledge and understanding of procurement policies, programs, laws, and procedures;
- and Manage contracts and provide professional expertise to ensure that both suppliers and the clients are adhering to rules and regulations, maintaining confidentiality, and completing their obligations as stated in the written contract.

Qualifications of person Appointed:

- Certified Supply Chain Professional (CSCP)
- Master of Business Administration
- Bachelor of Computer Technology
- Over 10 years of relevant experience

Submit challenges to staffing@gov.sk.ca

Closing Date: April 28, 2026