



*Now Hiring*

# CHIEF PROCUREMENT OFFICER

\$117,238 - \$157,076 Annually

## GENERAL SUMMARY

Oakland County is seeking an innovative and forward thinking Chief of Procurement. This position will be responsible for organizing and directing a fair, transparent, and centralized procurement program for Oakland County, this role ensures compliance with policies, resolutions, and laws. This position will highlight sustainable and diverse procurement opportunities, stimulating vendor participation to secure the best value for goods and services. The role also provides purchasing expertise to county departments and local municipalities, prepares and oversees contracts for services and commodities, and resolves vendor issues while addressing purchasing policy deviations. The focus is on strategic procurement to enhance efficiency, sustainability, and vendor diversity while maintaining transparency and value.

**Apply at [hr.oakgov.com/CPO](https://hr.oakgov.com/CPO)**  
*Resume and Cover Letter required*

# Strategic Impact & Areas of Focus

To support the goals of Oakland County, this position will be focused on the following initiatives:

## Sustainable Procurement

There's a growing emphasis on sustainability in government procurement. The procurement officer will be leading initiatives to purchase from green suppliers, integrate sustainability criteria into procurement decisions, engage in contracts that focus on environmental benefits, and oversee contracted sustainability deliverables.

## Local Economic Development

By focusing on local suppliers and small businesses, the procurement officer will be called on to boost the local economy. Initiatives might include setting targets for local purchasing, conducting outreach to increase the pool of local vendors, and offering training or workshops to help local businesses meet procurement standards.

## Collaborative Purchasing

There are opportunities to collaborate with other government entities or departments to leverage bulk purchasing power, reduce costs, and increase procurement efficiency. Initiatives might include establishing cooperative agreements or regional procurement partnerships.

## Supplier Diversity

Increasing diversity among suppliers is an important goal for Oakland County. The procurement officer will be creating or expanding programs to ensure more opportunities for minority-owned, women-owned, and veteran-owned businesses.

## Strategic Sourcing

Developing a strategic sourcing plan that aligns more closely with the long-term goals of the Oakland County to help ensure that procurement activities support wider policy objectives, such as environmental sustainability, economic development, and innovation.

## Contract Management Efficiency

Improving contract management processes to ensure that contracts are managed effectively throughout their lifecycle can lead to better outcomes, fewer disputes, and more strategic vendor relationships.

## Performance Measurement

Establishing clear metrics and benchmarks for assessing the performance of the procurement function and its impact on the overall efficiency and effectiveness of Oakland County to assist in continuous improvement.

## **DESIRABLE QUALIFICATIONS**

We are seeking a tenured procurement professional that is committed to supporting and encouraging a diverse and sustainable vendor base. We seek someone who is willing to modernize processes that will increase our vendor base and ensure our customers have the support needed to complete their projects.

## **BENEFITS**

This position pays \$117,238 to \$157,076 annually and includes a robust health care plan, along with a strong 401A retirement match. Oakland County provides a flexible work environment. We are an equal opportunity employer and encourage applications from individuals of all backgrounds, regardless of race, gender, sexual orientation, religion, ethnicity, disability, or veteran status. We are committed to fostering an inclusive and diverse workplace where everyone can thrive.

Employees in this class are required to pass a background check prior to the effective date of the appointment.



**#OAKLAND** *Together*



**Oakland County's values** include collaborative leadership; fiscal responsibility; results-oriented; respect for people as individuals; service excellence; social justice; transparency and ethical government

**Oakland County's vision** is to be a healthy, safe, and thriving place where everyone is valued, quality of life is high and economic opportunity abounds.



## 8 Strategic Goals

Working with our partners in the community, Oakland County is an organization that listens, sets goals, measures our performance and works as a team to solve problems and deliver quality public services to our residents, businesses and communities.

### Thriving & Inclusive Economy

Oakland County cultivates entrepreneurs, attracts talent and investment, promotes cutting-edge technology, and strives for an economy that works for all people and businesses of all sizes.



### Healthy Residents

Oakland County works to ensure access to quality affordable health care, including mental health services, to improve health outcomes for all residents.



### Skilled & Educated Workforce

Oakland County provides residents the education, training, and support they need to get good paying jobs while assisting businesses in retention and recruitment efforts.



### Diversity, Equity, and Inclusion

Oakland County celebrates and embraces its diversity and is committed to ensuring that all residents feel a sense of belonging, are valued, their voices uplifted, and are included in the efforts to close social, economic and well-being gaps that exist in our county.



### Livable Neighborhoods

Oakland County offers residents quality, affordable housing in welcoming neighborhoods with access to parks and recreation, public transportation, and healthy food.



### Environmental Sustainability

Oakland County seeks to protect the environment, reduce carbon pollution, keep our water and lakes safe, and conserve natural resources.



### Public Safety & Fairness in the Criminal Justice System

Oakland County keeps residents safe from crime, ensures that all people are treated fairly by the criminal justice system, and helps put offenders on the path to productive lives.



### Organizational Excellence

Oakland County government values its employees, responsibly manages taxpayer dollars, and delivers innovative and effective services to Oakland County residents.



**OUR MISSION** To serve through collaborative leadership and to help support communities where residents flourish and businesses thrive.  
[OakGov.com/HR](http://OakGov.com/HR)