

**Job title:** Strategic Sourcing Specialist

**Job Status:** Permanent

**Number of Vacancies:** 3

**Division:** Financial Services

**Department:** Office of the Chief Administrative Officer

**Location:** Tom Davies Square, Sudbury, ON

Welcome to the City of Greater Sudbury, where you'll discover more than just a dynamic place to live, you'll find a place where you can truly make a difference. Greater Sudbury has grown into a vibrant and diverse regional centre, serving as the primary hub for services across northeastern Ontario. Our community features a unique blend of urban, suburban, rural and natural environments, offering both a thriving economy and a warm, welcoming community. With a population of nearly 190,000 and one of the largest municipal land areas in Canada, the city is a key destination for financial, government and business services, tourism, health care, research and education.

### **About the Role**

Reporting to the Manager of Purchasing/Chief Procurement Officer, the Strategic Sourcing Specialist is responsible for leading strategic sourcing and category management initiatives and acting as a Procurement Business Partner to business units. This role supports the planning and delivery of procurement activities that maximize value, manage risk, ensure compliance with public procurement requirements and optimize contract performance, while strengthening supplier and stakeholder relationships.

### **What You'll Do**

#### **Procurement Business Partnering**

- Provide expert procurement and contract advisory services to business units.
- Lead procurement planning, forecasting and spend analysis.
- Collaborate Finance to support multi-year and annual procurement plans.

#### **Strategic Sourcing and Category Management**

- Develop and execute sourcing strategies for complex procurements.
- Lead end-to-end procurement processes, including evaluations, negotiations and contract awards.
- Conduct market, supplier and risk analysis to support decision-making.

#### **Contract and Supplier Management**

- Oversee contract lifecycle, including amendments, performance and compliance.
- Manage supplier relationships and resolve disputes or performance issues.
- Collaborate with Legal, Risk and other partners on complex matters.

#### **Leadership and Continuous Improvement**

- Provide day-to-day supervision and support team performance and development.
- Participate in hiring, training and employee relations activities.

- Develop procurement policies, procedures and tools.
- Deliver training and promote procurement best practices.

### What You'll Bring

- Post-secondary diploma in Business, Supply Chain, Procurement or related field.
- One of the following (or equivalent): CPPB, CPPO, or CSCMP.
- 7+ years in procurement, strategic sourcing or category management.
- Public sector experience preferred; municipal experience considered an asset.
- Supervisory experience is an asset.
- Knowledge of public procurement legislation, trade agreements, regulations, and commercial/contract law relevant to municipal operations.
- Knowledge of best practices and modern principles in government procurement, strategic sourcing, category management, contract management, and continuous improvement.
- Valid Class G driver's licence and acceptable driving record.
- Excellent English communication skills (French is an asset).

### Why Join Us?

- Opportunity to lead strategic procurement initiatives.
- Collaborative and impactful work environment.
- Growth and development opportunities.
- Competitive compensation and benefits.

### Salary and Additional Benefits

The salary range for this position is \$106,641.99 to \$125,533.17 per year (subject to review). The City offers a comprehensive health benefits plan (100 per cent employer-paid), an OMERS pension plan, life insurance, an Employee Assistance Program and more. We provide a supportive work environment that promotes work-life integration.

### Additional Notes

This role may be filled as a **development opportunity** if a fully qualified candidate is not identified. Salary will reflect a developmental range until qualifications are met.

### How to Apply

Apply online at [myjobs.greatersudbury.ca](https://myjobs.greatersudbury.ca). Applications will be accepted until June 17, 2026.