

## **MANAGER, RISK & PROCUREMENT**

**Regular Full-Time**

**Risk & Procurement / Finance & IT Services**

### **Inspire and Lead the Risk & Procurement Team to Achieve Goals!**

#### **About our community:**

Boasting a high quality of life and standard of living, Prince George has all the amenities of a large city mixed with the friendliness and appeal of a smaller community. It is a regional centre for close to 326,000 people for shopping, education, health care, the arts, and sports. Prince George's central location in the province offers work/life balance with unparalleled access to four-season outdoor recreation activities that are complemented by a full range of urban amenities and a comprehensive transportation infrastructure that connects residents, businesses, resources, and agricultural products to markets around the world. And it is only a short drive to almost anywhere in Prince George – spend less time commuting and more time doing what matters most to you! Discover all these opportunities and more!

#### **About our organization:**

The City of Prince George is committed to ensuring a positive, well-balanced work environment for its employees. With opportunities for employee training, wellness programs, and professional development, the City of Prince George offers a safe and supportive workplace in which to serve our community.

#### **About The Opportunity:**

As the Manager, you will provide strategic leadership, guidance, and expertise to the Risk and Procurement Division. You will oversee all procurement activities, manage the competitive bidding process, and ensure that the City's interests are met in a cost-effective manner while minimizing liability. Utilizing your extensive knowledge of contract law, legislation, and municipal policies, you will advise on a wide range of legal, technical, and operational issues, serving as a key representative and liaison on procurement matters. Your analytical skills and effective communication style will enable you to achieve the Division's strategic, financial, and operational goals.

#### **About Your Background:**

Qualifications for this role include a bachelor's degree in business or public administration. A law degree (LL.B. or J.D.) and membership with the Law Society of British Columbia are desirable. Preferred qualifications include a Fellow Chartered Insurance Professional (FCIP) designation or a combination of Chartered Insurance Professional (CIP) and Canadian Risk Management (CRM) certification. The ideal candidate will have at least five years of experience in a public sector supply chain or purchasing environment, including competitive bidding and contract management, or extensive experience in contract law. Experience in risk management and supervisory roles in a public sector setting is also preferred.

#### **Why You Will Love Leading the Risk & Procurement Team at the City of Prince George:**

- Lead a forward-thinking and innovative team to achieve objectives.
- We offer a competitive salary range of \$140,757 to \$155,190 along with a comprehensive benefits and pension package.

**If you are interested in joining our team, please apply by July 31, 2026 to:**

<http://princegeorgejobs.prevueaps.ca/jobs/>

#### **Want to know more about this exciting career?**

Please refer to the job description on our website for more details!

#### **Want to know more about living and working in Prince George?**

Please visit: [Move Up Prince George / City of Prince George](#)

The City of Prince George thanks all those who apply, however only those selected for an interview will be contacted.