

MICHAEL ANDERSON

Senior Procurement Specialist

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Distinguished Construction Procurement Manager with over a decade of comprehensive experience in optimizing procurement strategies within the construction sector. Expertise in negotiating high-value contracts and establishing robust supplier relationships to enhance project efficiency. Proven ability to develop and implement innovative procurement solutions that align with organizational objectives and drive cost savings.

WORK EXPERIENCE

Senior Procurement Specialist | Global Construction Corp

Jan 2022 – Present

- Directed procurement operations for multimillion-dollar construction projects, achieving a 15% cost reduction.
- Formulated and executed strategic sourcing strategies to optimize supplier selection and performance.
- Negotiated contracts that resulted in favorable terms and conditions, significantly enhancing project margins.
- Analyzed market trends and supplier capabilities to inform procurement decisions and risk assessments.
- Collaborated with project managers to align procurement activities with project timelines and budgets.
- Implemented a supplier performance evaluation system that improved supplier accountability and service delivery.

Procurement Analyst | Metro Builders Ltd.

Jul 2019 – Dec 2021

- Conducted comprehensive market research to identify potential suppliers and assess their capabilities.
- Assisted in the development of procurement policies and procedures to streamline operations.
- Monitored and reported on procurement activities, ensuring compliance with corporate governance standards.
- Collaborated with finance teams to track procurement budgets and expenditures effectively.
- Facilitated training sessions for staff on procurement best practices and compliance requirements.
- Supported contract management processes, ensuring timely renewals and adherence to contractual obligations.

SKILLS

contract negotiation supplier relationship management strategic sourcing market analysis risk assessment
compliance management

EDUCATION

Master of Business Administration (MBA)

2014

Procurement Management - University of Chicago

ACHIEVEMENTS

- Successfully led a procurement initiative that saved the company \$2 million annually.
- Recognized as Employee of the Year for exceptional performance in procurement management.
- Awarded the Procurement Excellence Award for innovative sourcing strategies that improved project delivery timelines.

LANGUAGES

English Spanish French