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EXPERTISE SKILLS

- procurement strategy
- supply chain optimization
- contract negotiation
- supplier performance
- team leadership
- risk management

LANGUAGES

- English
- Spanish
- French

CERTIFICATION

- Bachelor of Science in Supply Chain Management, University of Michigan, 2010

REFERENCES

John Smith

Senior Manager, Tech Corp
john.smith@email.com

Sarah Johnson

Director, Innovation Labs
sarah.j@email.com

Michael Brown

VP Engineering, Solutions Inc
mbrown@email.com

MICHAEL ANDERSON

DIRECTOR OF PROCUREMENT

Strategic Housing Procurement Manager with a distinguished career spanning over 12 years in the private sector, specializing in procurement strategy formulation and supply chain optimization. Exceptional track record of driving cost-saving initiatives while ensuring compliance with industry standards and regulations. Expertise in leveraging technology to enhance procurement processes and improve supplier performance.

PROFESSIONAL EXPERIENCE

Premier Property Group

Mar 2018 - Present

Director of Procurement

- Led the procurement department, achieving a 25% reduction in costs through strategic sourcing initiatives.
- Developed and executed procurement plans that supported business growth and operational efficiency.
- Implemented a supplier performance management system to enhance accountability and quality.
- Negotiated multi-million dollar contracts with key suppliers, ensuring favorable terms and conditions.
- Directed cross-functional teams in the execution of complex procurement projects.
- Established metrics for procurement performance and monitored progress towards objectives.

Elite Housing Solutions

Dec 2015 - Jan 2018

Procurement Manager

- Managed procurement processes for residential and commercial projects, ensuring timely delivery of materials.
- Developed supplier relationships that led to improved pricing and service levels.
- Conducted risk assessments to identify potential supply chain disruptions and mitigate impacts.
- Collaborated with project managers to align procurement activities with project timelines.
- Utilized procurement software to enhance data visibility and reporting capabilities.
- Led training sessions for staff on procurement best practices and compliance issues.

ACHIEVEMENTS

- Recognized as 'Top Performer' for achieving significant cost savings and efficiency improvements.
- Successfully implemented a new procurement software system, resulting in a 40% time savings in the procurement cycle.
- Increased supplier diversity by 30% through targeted outreach initiatives.