



MICHAEL ANDERSON

LEAD PROCUREMENT OFFICER

PROFILE

Accomplished Trade Purchasing Officer specializing in strategic sourcing and supplier development. Expertise lies in identifying and cultivating relationships with key suppliers to drive value and innovation within the supply chain. Known for exceptional negotiation skills and the ability to secure advantageous contracts that align with corporate goals. Proficient in utilizing advanced analytics to inform purchasing decisions and optimize inventory management processes.

EXPERIENCE

LEAD PROCUREMENT OFFICER

Eco Supplies Inc.

2016 - Present

- Directed the procurement strategy for sustainable products, enhancing the company's eco-friendly initiatives.
- Negotiated multi-million dollar contracts with key suppliers, achieving significant cost reductions.
- Developed supplier performance metrics to evaluate and improve service delivery.
- Collaborated with R&D to source innovative materials that meet product specifications.
- Oversaw the inventory management system to ensure optimal stock levels.
- Provided leadership and mentorship to the procurement team, fostering professional development.

PURCHASING COORDINATOR

Smart Materials Corp.

2014 - 2016

- Coordinated purchasing activities to ensure timely delivery of materials for production.
- Conducted supplier assessments to identify potential risks and mitigation strategies.
- Analyzed purchasing data to inform strategic sourcing decisions.
- Managed the procurement database, ensuring accuracy and compliance with regulations.
- Facilitated training sessions for staff on procurement software and tools.
- Developed and maintained strong relationships with key suppliers to enhance collaboration.

CONTACT

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SKILLS

- strategic sourcing
- supplier development
- negotiation
- analytics
- inventory optimization
- sustainable procurement

LANGUAGES

- English
- Spanish
- French

EDUCATION

BACHELOR OF SCIENCE IN BUSINESS
ADMINISTRATION, SUPPLY CHAIN
MANAGEMENT - UNIVERSITY OF
CALIFORNIA, 2016

ACHIEVEMENTS

- Led a project that reduced procurement costs by 30% through strategic supplier consolidation.
- Received the Procurement Excellence Award in 2021 for outstanding leadership in sourcing.
- Successfully launched a supplier diversity program, increasing participation by 40%.