Chief Procurement Officer

Full-time, Exempt Position

The Chief Procurement Officer (CPO) is comprehensively responsible for leading and managing Strategic Procurement Services for University Services, which provides common services to the seven universities within the University of Maine System (UMS). Strategic Procurement Services provides sustained enterprisewide leadership and the operational services and support to ensure UMS and its employees can obtain the best value in efficiently procuring the goods and services needed to fulfill the UMS institutional mission. The CPO works with key stakeholders to develop, maintain, revise and communicate Strategic Procurement Services’ overall policies, plans, strategies, practices and operational tools and to ensure alignment with the needs and mission of the University System. The CPO must establish and maintain strong senior leadership level relationships across the University System to communicate and obtain support of Strategic Procurement initiatives which provide value, increase efficiency and reduce costs. The CPO develops, plans, and measures performance to ensure that customer service, procurement value, and cost savings goals are met or exceeded. A complete job description is linked here. The anticipated work location for this position is in Bangor. An alternative work site at one of the university campuses may be considered depending on the successful applicant.

Minimum Qualifications:

- Master’s degree or equivalent combination of education and experience.
- Three to five years of progressively responsible experience in, and leading, public or private sector procurement organization(s) comparable to the size and complexity of the University of Maine System.
- Broad understanding of higher education funding and procurement requirements, needs and challenges.

Preferred Qualifications:

- Master’s degree in public administration, business administration or other applicable area of study.
- Experience in multi-campus higher education institution.
- Professional certification (e.g., C.P.M., CPSM).

The salary range is from the mid $60s up to $90,000 and will be based on the qualifications and experience of the successful applicant. The University System offers a generous benefits package including medical, dental, retirement and tuition waiver programs. The UMS is a recipient of the Wellness Councils of America’s Well Workplace Award and offers wellness programs.

The position is open until filled; however, applications received after the first screening date on August 2, 2013 will be considered at the discretion of the university. To apply, send a complete application packet consisting of a cover letter addressing your experience and the requirements of this position along with a resume and the names of three professional references to: Chief Procurement Officer Search, Office of Human Resources, 16 Central Street, Bangor, ME 04401 or e-mail to umsjobs@maine.edu referencing job code 01-08-14. Only complete applications will be considered.

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