

ROBERT SMITH

Strategic Sourcing Specialist II

E-mail: info@qwikresumc.com

Phone: (0123)-456-789

SUMMARY

Experienced Contracting, Procurement, and Supply Chain Management professional with both corporate and consulting background. Excellent at Business Analysis, Problem Solving, and in delivering high value solutions to organizations. Works well independently and as a team member. Proven ability to communicate well with various departments, stakeholders, vendors, and higher management to ensure procurement goals are met.

SKILLS

Project Management, Sourcing, Supplier Management, Data Analysis, Procurement.

WORK EXPERIENCE

Strategic Sourcing Specialist II

ABC Corporation - September 2011 – January 2013

- Planned & developed sourcing & contractual strategies.
- Identified options, risks, costs, & implications of developed strategies on the end users and key stakeholders.
- Regularly performed pre-contract (RFP/RFQ/Tender) and post-contract (Contract Management) tasks.
- Actively involved in the gCMS 2 roll-outs (functional testing/training etc.).
- Identified market drivers, supply/demand fluctuations, & costs of under consideration commodities and its raw materials (historic and forecasted data).
- Collected and collated relevant data to develop category profiles.
- Commonly sourced items included but were not limited to mil-spec and commercial fasteners, IT equipment, medical equipment, electronics, cable .

Strategic Sourcing Specialist

Delta Corporation - 2009 – 2011

- Provides specialized contracting and sourcing of third-party services for facilities management operations.
- Include maintaining contracts and insurance databases, researching new suppliers, interviewing and negotiating to obtain prices and specifications.
- Helped develop, train, and utilize multiple internal SharePoint repositories for national end users Assist during Request For Proposal (RFP) by .
- Additional responsibility as Contracts Administrator to ensure all contracting and procurement standards are maintained throughout the portfolio to .
- Evaluate the accuracy of Google web advertising.
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SCHOLASTICS

- Masters of Business Administration in Finance - (FRANKLIN UNIVERSITY - Columbus, OH)