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## **Manager, Member Support – Regina, Saskatchewan**

**HealthPRO Procurement Services Inc.** is Canada's largest Group Purchasing Organization, created to aggregate volumes and negotiate contracts on behalf of hospital shareholders. HealthPRO offers services in Medical/Surgical, Pharmacy, Food, Special Services and Energy.

HealthPRO Procurement Services Inc. provides a comprehensive salary and benefits package including enrollment in the Hospitals of Ontario Pension Plan (HOOPP).

### **Position Description**

**HealthPRO Procurement Services Inc.** requires a dynamic manager with proven supply chain and project management skills to join our Member Support team. You are a resourceful analytical thinker with strong customer support capabilities. Your primary responsibility is to coordinate activities with the Shared Service Organization and support the transition of Health Region sites onto HealthPRO contracts. This is an exciting offer for a skilled management professional with healthcare, management and procurement experience. We require a Manager, Member Support to be located in Regina, Saskatchewan.

You will work with our member hospitals as they transition to participation in HealthPRO contracts. This includes identifying HealthPRO contract opportunities, coordinating HealthPRO resources to support the hospital's contract requirements, responding to implementation concerns/questions, working with the Shared Service Organization to achieve financial benefits through contract implementation and coordinate implementation support from our suppliers.

### **Responsibilities:**

- Working with the Director, Member Support, you will be responsible for coordinating activities with the member sites. This includes:
  - analysis of customers' needs, identification of contract requirements
  - implementation of contracts within the total HealthPRO portfolio.
- Coordinate HealthPRO resource activities within the hospital member sites
- Coordinate activities with contracted suppliers as required – trials, samples, savings quantification
- Provide follow-up with customers to ensure high service levels are maintained
- Manage supplier relationships to ensure successful implementation of contracts

### **Qualifications:**

Candidates should have experience in procurement, project implementation and have a working knowledge of the Canadian health care system. Current or previous experience



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in a hospital setting as well as within a business environment is preferred. Previous supply chain experience would be considered an asset for this position. Travel within Canada will be a component of this position.

- Exceptional customer service skills
- Strong analytical skills
- Minimum 2 years progressive Procurement/Supply Chain experience
- Excellent written and verbal communication
- Demonstrated Project Management skills
- Professional designation is preferred (e.g. APICS CPIM, CPP, etc.)
- Proficient use of Excel, Access, Word and PowerPoint
- Ability and willingness to travel within Saskatchewan and nationally (on occasion)

**How to apply:**

Please send your resume to Vice President, Member Support to [lscott@healthprocanada.com](mailto:lscott@healthprocanada.com).

While all resumes that are submitted are appreciated, we will only be contacting those who meet our qualifications.