

CONTRACT SPECIALIST

ST. JOHN'S – CLOSING DATE: OCTOBER 16, 2019

COMPETITION NUMBER: NPJP-2019-27138

Are you ready to explore an exciting career in a fast-paced, high-performance environment?

If you are seeking a challenging and rewarding career with room for continuous advancement and a competitive compensation package, have we got an opportunity for you! We are looking for a highly motivated team player with a strong commitment to safety and customer service, an excellent work ethic, and effective interpersonal and communication skills.

As a valued member of our Procurement Team, you will play a key role in developing, evaluating and administering construction, service and supply contracts for the Company. You will be responsible for coordinating the management of the Tendering/ Contract Process including creation, review, negotiation and maintenance of tenders/ contracts in compliance with internal Company policies and accepted purchasing practices. You will work with contractors, suppliers and internal departments and conduct site visits and pre-job award meetings as required. In addition, you will ensure compliance with Insurance, Bonding, WorkplaceNL and related government legislation.

Your qualifications include completion of a Bachelor's degree in Business, or a three-year diploma in Business Management, supplemented by a minimum of two years' related experience. Completion or enrollment in the Supply Chain Management Professional (SCMP) designation is desirable. You have the ability to multitask and display strong organizational, computer and decision making skills.

Apply online at newfoundlandpower.com/en/About/Careers/Career-Opportunities. We thank all applicants for their interest but only those selected for an interview will be contacted.



WHENEVER. WHEREVER.
We'll be there.