



Harvest Operations Corp. is a diverse energy company based out of Calgary offering exposure to conventional upstream oil and natural gas production and SAGD operations. We are focused on identifying opportunities to create and deliver value with an active development program and a technical approach taken to maximize our assets.

Harvest has an immediate opening for a **Specialist, SCM** reporting to the Team Lead, Supply Chain Management. This is a permanent **full-time contract position** based in Calgary.

Key Responsibilities:

Sourcing & Procurement

- Collaborate with various stakeholders to assist in the development, implementation and execution of sourcing and procurement activities that are strategically aligned with the SCM strategy and Harvest's corporate objectives
- Prepare, issue and evaluate RFP's, RFQ's, based on business needs
- Continuously evaluate and investigate savings and improvement opportunities
- Communicate and resolve issues with internal and external stakeholders
- Assist in performing market research, including cost modeling, benchmarking, and cost analysis
- Assist with reporting on performance and provide comprehensive and in-depth analysis when requested including spend analysis, cost recoveries and/or avoidance, rate comparisons and other potential savings opportunities
- Collaborate with field staff to ensure satisfaction amongst all stakeholders

Contract Management

- Assist in negotiations, prepare, administer and manage all elements of contracts - Master Service Agreements, Professional Service Agreements, with suppliers in consultation with various stakeholders
- Work with Internal and external Stakeholders to establish KPI's and monitor supplier performance against contractual expectations and resolve issues accordingly

Skills

- Excellent written, communication and presentation skills with strong ability to multi-task and meet deadlines
- Excellent interpersonal, communication and negotiation skills
- Experience working in a business environment that is complex and ever-changing, with multiple stakeholders and competing priorities
- Preference will be given to strong field and operational experience
- Advanced computer skills in the Microsoft Office suite of products, specifically Excel
- Experience with Infor EAM and Open invoice.

Qualifications:

- Bachelor's degree and/or SCMP designation preferred
- Minimum of 7 years' experience in sourcing, procurement, contract administration and management
- Minimum 5 years' in upstream oil and gas, with proven experience in reducing operating expenses

Please visit Harvest's website at www.harvestenergy.ca to learn more about our company.

Please send your resume and cover letter to:

Email: careers@harvestenergy.ca



***Please reference “Job Posting - #10240 – Specialist, SCM” in the subject of your email.**

We sincerely thank those who apply, however, only those applicants selected for an interview will be contacted.