



Director of Central Purchasing (Govt)

Likes

- Testimonials
- Credentials
- Certifications
- Safe choices
- Cost savings:
 - Using existing suppliers/incumbents
 - Volume Discounting
- Clear language, precision.
- "No one ever got fired for choosing IBM."

If they have a strategic focus they also watch trends, and occasionally like buzzwords.

Dislikes

Barriers to research (form-before-content), marketing fluff, disorganization, expense, unknowns, generalities, the first time for anything; but also can't fall behind (or can't be in a position to be blamed for it) so highly on-trend buzzwords may be OK. Or they may be a big turnoff.

Trusts information from

Relevant testimonials, peer groups, reputable magazines, people who are known to be experts.

Influence

Top influencer in the procurement workflow. Often the primary decisionmaker and the one who distributes RFPs and signs proposals.

Product knowledge
Medium

Education
4 year degree
minimum, often MBA
or Masters in another
area, sometimes
CPA.

Experience
15 years

Description

Image: Althea Pemsel, City of Murfreesboro TN Purchasing Director.

Director/manager of the actual buyers of materials and tools for the municipality including software (**Accela, OnBase**), **document imaging** solutions, and potentially tech resource **staffing**. Also involved in procurement of tech components (network infrastructure, security systems, DRsolutions) that could be delivered via **PODs** engagement. In small regions may be the actual buyer themselves.

Reference Video: <https://www.youtube.com/watch?v=38QjpiCjTag>

Job Title

Director of Purchasing, Purchasing Director

Goals

Procure solutions/products that most closely match the requirements of a given initiative at the lowest cost

Challenges

For them: Being a good steward of citizen's tax dollars. Needs to win for the team, teams want best things based on benefits not cost. Doesn't want to explain a choice so it must be evident and ideally, provable. May have FOMO however, especially when it comes to technology with buzzwords. Wants to do strategic things strategic in a role that is highly tactical.

For us: Doesn't like new things, will never be a guinea pig. Wants compliance, clear answers on proposals, precise facts. May be a skeptic until value is proven. May have no desire to respond emotionally/personally to any pitch.

Responsibilities

- **Strategic Planning** that aligns with the organization's goals, budget, and procurement objectives.
- **Procurement Strategy** that optimizes cost savings
- **Supplier Management:** Identifying, evaluating, selecting, and managing suppliers.
- **Negotiation** with suppliers to establish favorable terms, pricing, and contracts.
- **Sourcing:** Identifying new suppliers and sources for products and services to diversify the supply chain and mitigate risks. Sourcing regulations/DEI etc
- **Supply Chain Optimization** to enhance efficiency, reduce lead times, and minimize costs.
- **Contract Management**
- **Vendor Performance Monitoring**
- **Budget Management**
- **Inventory Management:** Collaborating with inventory management teams to avoid shortfalls and excess stock.
- **Risk Management** in the supply chain, such as price fluctuations and regulatory changes.
- **Team Leadership:** Managing and leading the central purchasing team
- **Stakeholder Communication:** Collaborating with internal departments to understand their procurement needs and priorities and ensuring effective communication.
- **Compliance**
- **Continuous Improvement:** Identifying opportunities for process improvement, implementing best practices, and staying updated on industry trends.

Skills

Analytical thinker, spreadsheets and reports, lots of meetings and almost all of them at a tactical level are internal; they will take strategic meetings with vendors, potential vendors, associations and the media.