



WCB manages Saskatchewan's work injury compensation system. Pursuing its vision of excellence in the development and delivery of workers' compensation and injury prevention programs and services, the WCB recruits individuals with a focus on customer service, effectiveness and quality in a team environment.



Purchasing Officer Permanent – Regina Head Office

The WCB is accepting applications for the position of Purchasing Officer in the Finance and Administration department. The Purchasing Officer is responsible for the centralized purchasing system, and for administering and monitoring the procurement policy that governs all purchases of goods and services. This position is also responsible to provide recommendations and develop policies on purchasing and asset disposal.

Qualifications for this position include a Certified Professional Purchaser (C.P.P.) Designation. One year post secondary in Business, Healthcare, Education or Social Sciences combined with Level III of the Certified Professional Purchaser (C.P.P.) Designation will be considered. Education will be supplemented with five years experience in procurement, tendering, purchasing, inventory control, record keeping and supervision. Effective communication, time management and organization skills are necessary.

Please submit a detailed resume by May 4, 2009.

www.wcsask.com

200 – 1881 Scarth Street ◻ Regina, SK S4P 4L1 ◻ Fax: 306.787.3915 ◻ employment@wcbask.com



*WCB is committed to achieving a representative workforce.
Members of designated groups (women, aboriginal people, people with disabilities & visible minorities)
are encouraged to apply.*