

City of Los Angeles

California



ERIC GARCETTI
MAYOR

EMERGENCY APPOINTMENT OPPORTUNITY CHIEF PROCUREMENT OFFICER

BACKGROUND

In 2015 Mayor Eric Garcetti formed an Operations Innovation Team (O-Team), a team tasked with leading a citywide effort to drive procurement reform. The O-Team studied industry best practices, engaged stakeholders to understand existing procurement processes and procedures, reviewed raw data and leveraged technology to make recommendations to establish a standard for procurement excellence.

The O-Team's analysis revealed the core challenges facing the City are the lack of structural leadership and central authority on best in class procurement practices to advise the Mayor and City Council on cost-reduction strategies, innovative procurement methods, policy and operational practices. Their analysis identified a need for transparency, consistency, accountability, standardized and integrated metrics and a strategic approach to procurement. The procurement of professional services contracts is decentralized with more than 30 different departments and agencies procuring services which has resulted in operational inefficiencies, fragmented procurements, lengthy processes and missed opportunities.

POSITION

The City of Los Angeles (City) is conducting a national search for a Chief Procurement Officer (CPO), a newly created position designed to provide executive leadership on procurement excellence. The CPO will be responsible for the development of a plan to strategically leverage the City's spending, identify cost savings, employ long-range operational policies and procedures that align with industry best practices, increase transparency, and reduce time to contract with the City. The CPO will provide direction to both the Mayor and City Council on mechanisms to utilize evolving technologies and emerging business models to integrate business, technology, operations and budgeting goals to further the City's commitment to grow the Los Angeles economy and drive innovation.

The CPO will apply knowledge and expertise to support and assist internal stakeholders, where needed, on strategy development, execution, contract negotiation and supplier performance evaluation. The CPO will efficiently and effectively enable internal stakeholders to maximize the value from initial need identification to final goods or service delivery to ensure stakeholder needs are met.

Core Functions

- Build category management capability that crosses departments to implement strategic sourcing to identify cost savings
- Increase clarity, transparency, standardization, and accountability around procurement processes to reduce the contracting timeline, increase competition, expand supplier diversity opportunities
- Increase internal collaboration to advance procurement excellence
- Serves as a strategic partner with departments to jointly identify integrative solutions that enable departments save money, promote innovation and deliver services
- Leverage technology to modernize and automate the lifecycle of the procurement and contracting process for internal and external stakeholders
- Advise Mayor and Council on budget development, strategic savings and procurements that citywide policy and operational goals

IDEAL CANDIDATE

This position requires an innovative, analytical and creative problem solver who consistently improves operations and internal controls and a proven track record of delivering large savings and other value to the organization. The candidate will have demonstrated experience in strategic procurement, financial and resource management, and automated purchasing systems. This individual will be experienced with instituting procurement programs in accordance with local, state and federal laws and regulations. The CPO will have proven project management skills and experience, organizational development, excellent communication skills, and a proven track record of building strong working relationships to communicate and obtain support of procurement initiatives and activities.

The ideal candidate will have:

- A demonstrated record of leading cross-functional teams across an organization to initiate, plan and execute complicated, multi-threaded, strategic and technical projects to successful completion through problem solving and change management
- In-depth knowledge of sourcing complex spend categories which have not been strategically sourced in the past, employing structured strategic sourcing methodology, procurement principles and best practices in the public and/or private sectors
- Excellent communication and interpersonal skills, as the position requires extensive contact with internal and external stakeholders while effectively managing ambiguity
- Lead advanced data analytics, cost modeling, and TCO analysis in support of sourcing and conducting negotiations on high-value or strategic categories
- Knowledge of supply chain management best practices, inventory management, purchasing systems and fraud prevention practices in procurement

- Advanced and proven knowledge of procurement industry cost structures and drivers
- Cost analysis techniques and understanding of procurement-related economic and financial analyses

REQUIREMENTS

- Bachelor Degree from an accredited college or university required. An advanced degree in Business, Law, Finance, or Public Administration is preferred. Experience in supply chain management is a plus.
- Minimum 10 years of Procurement related experience, progressively responsible experience managing or overseeing overall Purchasing department's, standards and practices or analytical or managerial experience within the public or private sector for organizations with spending power of at least \$500 million annually.
- Certification(s) in procurement/purchasing (i.e. CPPB, CPPO, C.P.M., CPSM, etc), project management or change management, a plus.

COMPENSATION

The City of Los Angeles offers an excellent compensation and benefit program. The salary will be commensurate with experience. All interested and qualified candidates are strongly encouraged to submit for consideration due to this exceptional and unique opportunity.

TO BE CONSIDERED

This is a confidential process and will be handled accordingly throughout all phases of the recruitment and selection process. Apply immediately. Evaluation of candidates is underway and selection may be made at any time. The recruitment is open until the position is filled. An electronic version of all submittals is required. Interested candidates should apply by sending a comprehensive resume with a compelling cover letter of interest and accomplishments to myr-operationsinnovation@lacity.org.

References are not required at the time of submittal and no contact will be made with current employer until mutual interest has been established. Questions, nominations, and confidential inquiries regarding this position or the hiring process should be addressed to: myr-operationsinnovation@lacity.org.

EMERGENCY APPOINTMENT INFORMATION

Please note that an employee selected by "Emergency Appointment" will not gain Civil Service status rights to the class or position. Emergency Appointments typically end one year from date of appointment or once a regular or exempt appointment can be made. An Emergency Appointment does not guarantee selection to fill a permanent or regular position.