



PROCUREMENT MANAGER

Project FROG is immediately seeking dynamic individuals to be part of our growing team. In particular, we are in search of a Procurement Manager to plan, implement, and oversee its procurement department. The procurement manager will establish and oversee effective supply chain management to reduce costs, plan for contingencies and ensure quality, on time delivery. Responsibilities include:

- Building high quality, redundant sourcing capability
- Evaluating and negotiating vendor contracts
- Working with the company's design and marketing staff to proactively build new supply chains to support new product development
- Establishing quality control processes for department decision making
- Periodically reviewing all vendors' performance for quality, pricing, and delivery dependability
- Develop and update comprehensive, detailed written procedures for all department tasks
- Participate in the company's budget and strategic planning processes
- Manage, oversee and train Purchasing Department staff
- Building environmentally sustainable practices into all processes

REQUIREMENTS:

Ideal candidates must have experience managing multi-million dollar contracts, a good understanding of the construction industry, experience working with foreign suppliers, and a strong commitment to the environment.

The ideal candidate will be positive, motivated, self-sufficient and incredibly organized. Moreover, the company enjoys a very collaborative, team-oriented and apolitical environment where everyone works together to advance shared goals. The ability to thrive in this kind of environment is just as essential as work experience and skill-set.

COMPANY PROFILE:

Project FROG™ Inc. designs, manufactures and sells high-performance, sustainable, and quick-to-deploy buildings that utilize modular construction technology. FROG units fill the product gap between underperforming temporary trailers and expensive permanent structures. The product line is architecturally stylish, highly functional, energy efficient, and adaptable for different applications including education, government, healthcare, and retail. Project FROG is based in San Francisco, California. Our clients include premier educational and corporate institutions.

TO APPLY:

Email your cover letter and resume in PDF format to Adam Tibbs at tibbs@projectfrog.com. You must indicate "Procurement Manager" in the subject line of your email. Your cover letter should explicate your interests in Project FROG (if e-mails are not sent in this format, they will not be reviewed). **NO PHONE CALLS PLEASE.** Local applicants only. Must be eligible to work in the U.S.

Project FROG, Inc. is proud to be an equal opportunity employer.

Compensation: DOE. Project FROG, Inc. offers a generous comprehensive benefits package
no – Principals only. Recruiters please don't contact this job poster.
no – Please, no phone calls about this job!
no – Please do not contact job poster about other services, products or commercial interests.
no – Reposting this message elsewhere is NOT OK.