

PROCUREMENT AND PURCHASING AGENTS

NOC 12102: PROCUREMENT AND PURCHASING AGENTS AND OFFICERS

Source and buy goods and services while ensuring that they are of the quantity, quality, price and availability required by their organization.



3-YEAR OUTLOOK



Good

3-YEAR JOB OPENINGS

155

MEDIAN HOURLY WAGE

$34.62

$23.00 LOW

$51.79 HIGH

TYPICALLY REQUIRED



College or apprenticeship

EMPLOYED

1,008

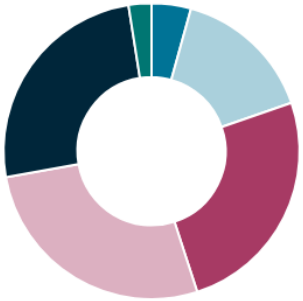
AVERAGE SALARY

$62,900



EMPLOYMENT BY INDUSTRY

23.0%	Manufacturing
21.7%	Public administration
11.8%	Wholesale trade
43.5%	All Other Industries



EMPLOYMENT BY AGE

4.3%	15-24
15.4%	25-34
25.3%	35-44
27.2%	45-54
25.3%	55-64
2.5%	65+

ALSO KNOWN AS

- Contract Management Officer
- Contracts Officer
- Energy Asset Surface Land Analyst
- Furniture And Furnishings Purchaser
- Government Supply Officer
- Material Management Officer

MAIN DUTIES:

This group performs some or all of the following duties:

- Evaluate risk, assess, prepare forecasts, scenarios and other factors concerning the supply market, and write reports and recommendations
- Provides research and input into the financial sourcing aspects of contracts and calls for tender when information is not readily available
- Purchase general and specialized equipment and materials, business services and land or access rights for use or for further processing by their establishment
- Assess requirements of an establishment and develop specifications for equipment, materials and supplies to be purchased.

