

Director, Supply Chain Management

Olympus Energy LLC (“Olympus”) is seeking a motivated team member for the position of Director of Supply Chain Management. This position will develop and manage contract strategies, lead procurement efforts, and ensure contract compliance and administration across Olympus operations. This role will report to the COO and be critical in identifying and analyzing market trends, coordinating purchase/work orders, negotiating contracts and commercial arrangements, and managing vendors. The successful candidate will manage two Supply Chain professionals and be expected to interface regularly with Legal, Operations, EHSR, and Finance groups to drive project execution and team success.

Responsibilities include:

- Coordinate with other departments at Olympus (Legal, Operations, EHSR, Finance) to ensure appropriate procurement strategies and contractual/administrative compliance
- Lead all sourcing and procurement efforts for Olympus operations
- Assist in negotiation with vendors regarding Confidentiality Agreements, Master Service Agreements, Specialty Contracts, Purchase Order Terms and Conditions, etc.
- Lead negotiation and bid processes with strategic vision
- Run competitive bidding events and coordinate with stakeholders on contract awards
- Lead point-of-contact efforts with vendors, and review/resolve any claims or disputes in conjunction with Legal
- Manage all contractual aspects, including complete documentation, audit trail, risk protection, and potential amendments
- Conduct market analysis/benchmarking towards strategic business recommendations
- Establish professional partnerships with contractors, and ensure that all commitments are made in accordance with Olympus Policies and Procedures
- Identify and execute on new ESG and D&I opportunities across SCM organization/processes
- Oversee prioritization and enable continued developmental growth for Supply Chain group

Required

- Bachelor's Degree Business Administration, Supply Chain, or a related field
- Minimum 10 years of experience in Supply Chain or related field
- Broad knowledge in legal aspects related to SCM and contracts
- Strength in creative thinking, problem solving, verbal and written communication, and interpersonal skills
- Ability to build and grow relationships with key stakeholders
- Proven organizational and project management skills

Desired

- Oil and gas industry experience
- Professional certification (CSCP, CPSM) or equivalent advanced Supply Chain Process training
- Experience in data analytic tools (e.g. PowerBI, Spotfire)

Olympus is committed to creating an inclusive and diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, gender, gender identity or expression, sexual orientation, religion, national origin, genetics, disability, age, or veteran status.

Interested candidates may submit resumes via email to careers@olympusenergy.com. Resumes will be reviewed as received and candidate interviews will begin immediately. Olympus is not accepting resumes from staffing/search firms at this time. Please visit Olympus's website at <http://www.olympusenergy.com> for more information.