

## **Procurement Specialist**

This position is expected to manage the purchasing and contracting function for the DBHA in accordance with Department of Housing and Urban Development, DBHA and State of Florida procurement regulations and policies. This includes developing and/or updating procurement policies and procedures; reviewing proposals; analysis of market to ensure best value for goods and services necessary for the operation of the DBHA programs. All activities must support DBHA strategic goals and objectives and produce results that accomplish the goals in accordance with federal, state and local rules and regulations.

DBHA is unable to consider candidates who do not have experience with HUD, State or municipal purchasing requirements. Salary TBD depending on experience.

Job Type: Full-time

Send resumes to [procurement@dbhaf1.org](mailto:procurement@dbhaf1.org) or visit [indeed](https://www.indeed.com).