



COUNTY OF SAN DIEGO
PURCHASING & CONTRACTING

SanDiegoCounty.gov



EXECUTIVE LEADERSHIP OPPORTUNITY

DIRECTOR OF PURCHASING & CONTRACTING

Anticipated Hiring Range: \$240,000 - \$260,000

Excellent Benefits Package

COUNTY OF SAN DIEGO

The Opportunity

The County of San Diego is recruiting for its next Director of Purchasing and Contracting. The department purchases **goods and services, manages contracts, and provides centralized support to County departments** serving 3.3 million residents, with work spanning **health and human services, behavioral health services, public safety, infrastructure, elections, and environmental health.**

County departments rely on the Department of Purchasing and Contracting (DPC) in different ways and with varied priorities. You will set a clear direction for the department, oversee major solicitations and contracts, and build the cooperation needed to make improvements across the County.



3,500+

COUNTYWIDE
CONTRACTS

\$17.0B

TOTAL CONTRACT
PORTFOLIO VALUE

\$2.3B

ANNUAL PROCUREMENT
SPEND

One policy. Many clients.

DPC sets countywide procurement policy. The challenge is serving departments with different missions and priorities while maintaining **fair competition and responsible stewardship.**

You will bring leaders together to resolve recurring obstacles, develop a team equipped for complex procurements and negotiations, and use data and technology to measure how changes improve service.

Expand opportunity for local businesses

County contracts help small local businesses grow and support jobs in the region. You will build relationships with businesses in the region and the organizations that serve them, support qualified firms in competing for County work, and work with departments to expand local sourcing.

Learn more:

- [About DPC](#)
- [About the County's Organizational Structure](#)

DEPARTMENT SCOPE

- Countywide purchasing and contracting
- Competitive solicitations and negotiations
- Supplier outreach and local business engagement
- Records and content services
- Property disposal, surplus, and reutilization
- Procurement technology support services

ORGANIZATION

REPORTS TO

Deputy CAO, Finance & General Government

OPERATING BUDGET

\$21.9M (FY 2026-27)

FTE

76

Your First 12 Months

01**A fast, competitive process**

Improve time to award, make solicitation timelines more predictable, and use strong market research and clear solicitations to draw qualified vendors to County work.

02**Local businesses that trust the County**

Grow small and local business participation and local sourcing, and be a credible, visible presence to the vendors and business partners the County depends on.

03**Equity, sustainability, and access**

Align procurement policy and practice with the County's Operational Plan so that equity, sustainability, and local access are part of how the County buys goods and services.

04**Modern tools and processes**

Lead a modernization agenda spanning Oracle, BuyNet, records and search tools, AI pilots, and process redesign and use data to show departments where service is improving.

05**A service-oriented team**

Continue developing a workforce that protects integrity and manages risk while helping departments accomplish their work, with clear service expectations.

Delivering on these priorities will strengthen the purchasing and contracting support County departments rely on to deliver services, including public safety operations and community programs.



Qualifications

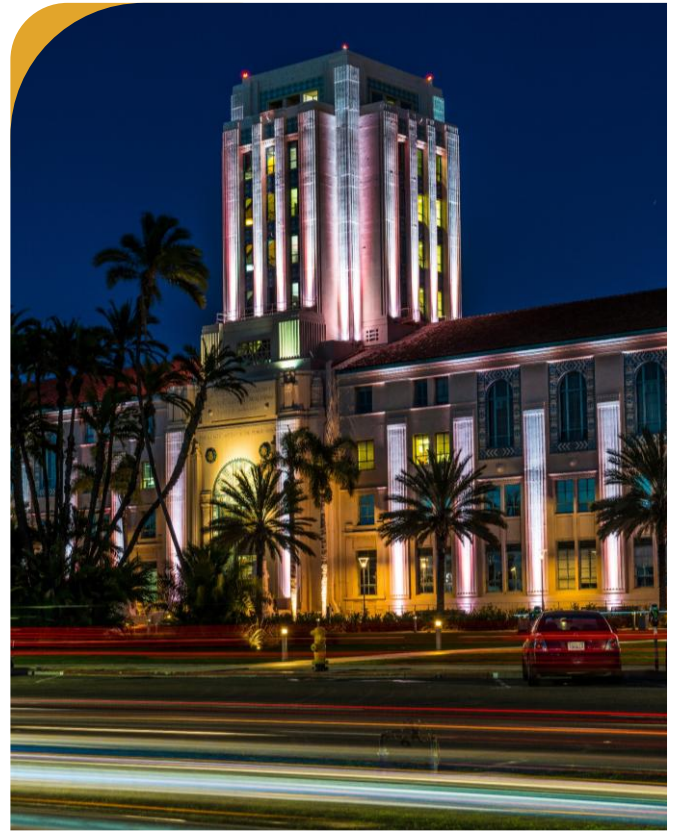
Minimum qualifications

Five years of purchasing and contracting management-level experience demonstrating the ability to perform the classification's essential functions, including at least one year of supervision, and a bachelor's degree from an accredited U.S. college or university, or certified foreign studies equivalency.

Note: A master's degree or higher may substitute for one year of experience, but not the required year of supervision.

Desirable qualification

Professional certification or advanced training in public procurement, purchasing, or contracting from a recognized governmental, professional, or academic organization is highly desirable.



Ideal Candidate Profile

The County seeks a public procurement executive who has led in a large, complex organization. Their experience should show:

Public procurement expertise

Leadership of government bidding, negotiations, and contract administration at comparable scale and complexity, with working knowledge of small-business, local preference, and supplier diversity programs and the related certification frameworks.

Cross-departmental influence

A record of building relationships, resolving differences, and implementing change across departments with distinct priorities, and of working collaboratively with external partners.

Business-community relationships

Experience working with businesses, institutional partners, and business-serving organizations to tailor outreach and assistance by purchasing category, strengthen community engagement, and improve the vendor experience.

Judgment and communication

Ability to make sound decisions, explain the reasoning behind them, and use data to inform the public, executives, and governing bodies, while maintaining productive relationships with various stakeholders.

Implementation and performance

Experience using plans, budgets, technology, and data to improve service, deliver visible results, and track measures that matter to departments and vendors.

People leadership

A record of developing staff, setting expectations, creating a positive culture, and building a skilled, responsive department.



Live and lead where you play

San Diego County stretches from the **Pacific coast** through diverse **urban and inland communities to mountains and desert**. Its food, arts, outdoor spaces, and cross-border connections make room for many ways to live. San Diego's mild coastal climate invites time outdoors throughout the year, while the region's inland valleys, mountains, and desert offer a striking variety of landscapes and seasons.

70+

MILES OF COASTLINE

4,526

SQUARE MILES

75°F | 65°F

AVERAGE HIGHS IN
JULY | DECEMBER



The County of San Diego works toward a just, sustainable, and resilient future for all. Our values - integrity, equity, access, belonging, excellence, and sustainability - guide our mission of innovative, inclusive, data-driven services delivered by a skilled and supported workforce. Together, these commitments reflect a County that serves everyone and works for all. Learn more about our [Strategic Plan](#).



The County of San Diego is committed to valuing diversity and practicing inclusion because our diverse workforce is our greatest asset, and our customers are our number one priority.

Compensation, Benefits & How to Apply

Salary & Benefits

ANTICIPATED HIRING RANGE

\$240,000 - \$260,000

Annually

Salary reviews are performance-based and goal-oriented.

Paid leave

15 days paid vacation;
12 paid holidays and 2 floating holidays;
13 days paid sick leave;
10 days paid executive time off.

Health and insurance

Medical, dental, and vision plans; disability and life insurance.

Flexible management benefit package

A credit each pay period may be used to select benefits from a range of options.

Retirement and savings

Defined benefit retirement program; reciprocity with other governmental retirement systems, see [SDCERA](#); 457 and 401(a) deferred compensation plans.

Relocation

Relocation allowance of up to \$20,000.

[See the full Benefit Plan for Unclassified Management \(UCL\)](#)

How to Apply

- 01 Complete the online application at**
thehive.consulting/careers

Select the Director of Purchasing and Contracting recruitment.

- 02 Attach your resume and a cover letter** describing your public-sector procurement leadership, improvements you have led across departments, and engagement with suppliers or business organizations.

The selection process

Resumes are reviewed against the criteria in this brochure. The Recruiter interviews the strongest candidates and presents a summary of them to the County's hiring team, which selects candidates for two rounds of interviews. Reference and background checks are completed before a final offer is made.

RECRUITMENT SCHEDULE

Application Deadline	Open until filled
Priority review	Week of 11/2/2026
Est. Hiring Interviews	Week of 11/30/2026
Anticipated start	January 2027

A recruitment by



The County of San Diego is committed to providing an accessible and inclusive recruitment process. Applicants who require a reasonable accommodation to participate in any part of the application or selection process are encouraged to contact the Executive Recruiter listed in this brochure. The County will work with applicants to provide reasonable accommodations in accordance with applicable law.



COUNTY OF SAN DIEGO
PURCHASING & CONTRACTING

You Belong Here!

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