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# ROBERT SMITH

Director of Purchasing I

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Over twelve years of experience in procurement and purchasing in the hospitality business. Strong business values, detailed oriented and focused on achieving personal and business goals. Experienced in setting and successfully developing a centralized purchasing department where technology, company standards, highest ethics, standard & processes and leadership are the foundations and mission statement on our daily operation.

## EXPERIENCE

### Director of Purchasing I

Ritz-Carlton Tysons Corner - MARCH 2009 - 2019

- Set and implement ADACIO in our hotel to be able to run a centralized purchasing operation that allows us to control purchases by purchase order system, budgets reviews, approval levels, receiving of goods, Invoice processing, Accrual reports, Storeroom requisitions, Inventories, Usage reports by locations, individual outlet P&Ls etc.
- Increase Compliance to Corporate Programs such as Avendra, Minority group suppliers and MBS as well as achieve high scores in quality assurance inspections for storeroom operations.
- Conducted training to all departments key players by phases to achieve a centralized purchase operation (F&B, Engineer, Sales, Accounting, Spa, Housekeeping and Front Desk) Manage Accounts payable using people soft and P-Card systems.
- Setup storeroom processes for daily operations.
- Established and constantly review food, beverage and operating supply pars stocks based on business demand.
- Monitor perpetual inventory to achieve hotel financial goals Perform End of the Month F&B Inventories, run reports and submit to Finance for P&L.
- Print reports for transfers between departments for end of the month purposes and tracking of C-7s for special events.

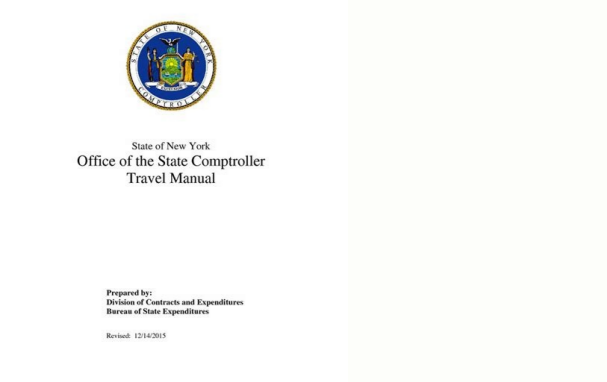
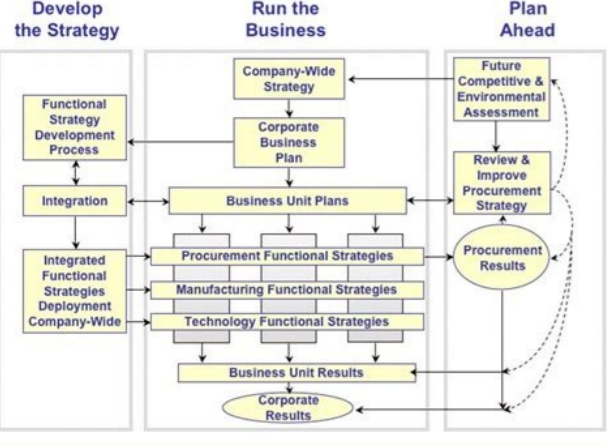
### Director of Purchasing

ABC Corporation - OCTOBER 2006 - MARCH 2008

- Re-train Purchasing Team to optimize operation achieving departmental goals.
- Restructure food order process developing new order list by storeroom and suppliers.
- Develop a spread sheet to perform quarterly food inventory Increase Compliance to Corporate Programs such as Avendra, Minority groups suppliers and MBS QA Inspection 100% compliance for Purchasing Operations.

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## Span of Control = 34



Options	Advantages	Disadvantages
Centralized Regional Procurement	<ul style="list-style-type: none"> <li>Larger bulk purchasing should allow a better chance of procurement at lower prices.</li> </ul>	<ul style="list-style-type: none"> <li>Lack of commitment in the acquisition.</li> <li>Lack of national management capacity to leverage processes and deliver.</li> <li>Not clear the master budget would be.</li> <li>Would require longer supply pipeline with more time to the supply change and the longer buffer stocks.</li> <li>Increased operating holding may still be needed by drug registration regulations.</li> <li>Would require the time for more decentralized health management.</li> </ul>
Centralized Global Procurement	<ul style="list-style-type: none"> <li>Volume may still be significant to allow some purchasing discounts from competitive local wholesalers.</li> <li>Out of 16 states.</li> <li>Scope for negotiating framework contracts for global facilities.</li> <li>Management is closer to the client.</li> </ul>	<ul style="list-style-type: none"> <li>Volume smaller than national.</li> <li>Integration.</li> <li>May still require a longer supply pipeline.</li> <li>Higher procurement prices.</li> <li>Lack of fully planning commitment in some facilities.</li> <li>Requires better management skills at the facility level.</li> <li>Requires greater management oversight to ensure good governance.</li> </ul>
Decentralized Region Procurement	<ul style="list-style-type: none"> <li>Management is much closer to the client and more likely to purchase what is really needed.</li> <li>Serving local leadership for family planning in some regions.</li> <li>Shortens pipeline in private sector supplies directly to the facility.</li> </ul>	<ul style="list-style-type: none"> <li>Higher procurement prices.</li> <li>Lack of fully planning commitment in some facilities.</li> <li>Requires better management skills at the facility level.</li> <li>Requires greater management oversight to ensure good governance.</li> </ul>

Centralized procurement vs decentralized procurement. Centralized procurement model. Centralized procurement process. Centralized procurement benefits. Centralized procurement system. Centralized procurement meaning. Centralized procurement available. Centralized procurement organization structure.

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Centralized procurement sounds ideal. One location managing most, if not all, of an organization's purchasing decisions. Anyone who has had to function within a decentralized procurement system knows the downsides of using such a strategy. If you are, among others, a state agency, a public authority or benefit corporation, a local government or political subdivision, a volunteer organization (such as ambulance services & fire companies), or a registered charitable organization, you may be eligible to use OGS centralized statewide contracts. OGS Procurement Services is the state's centralized procurement office. We manage nearly 1,500 contracts for commodities, services, and technology that are in demand by New York government agencies, local governments, school districts, and nonprofit organizations. Procurement is the process of finding and agreeing to terms, and acquiring goods, services, or works from an external source, often via a tendering or competitive bidding process. Procurement generally involves making buying decisions under conditions of scarcity. If sound data is available, it is good practice to make use of economic analysis methods such as cost ... Group-Award: Description: 00000-00002: DOT Information Page: 00000-0417: CL417 (03-08-01) Misleading Telephone Solicitations: 01600-23239: Milk, Fluid: 01800-23134 01/08/2017 · The vast majority of procurement organizations are somewhere in between completely centralized and completely decentralized, Smith says. Company size, location, expansion rate, purchasing category and industry are all factors that affect whether a more centralized or more decentralized structure is better. The Office of Procurement and Property Management (OPPM) is the State of Alaska's centralized purchasing and property management organization. OPPM operates under statutory authority vested to the Commissioner of Administration and the Chief Procurement Officer. 06/11/2017 · The government will engage stakeholders about the next steps and how these interim procurement measures will apply to them. Here's what you need to know: Frequently Asked Questions for Vendors: Announcements, April 6, 2020 - Update on the Managed Service Provide (MSP) NRFB Tender, 12075 (The Replacement for Task-based I&T VOR OSS-00430429) ... Professional Procurement Associations. National Association of State Procurement Officials (NASPO) National Institute of Government Purchasing (NIGP); Iowa Public Procurement Association (IPPA) DAS Central Services - Hoover State ...



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