



## PROCUREMENT ANALYST II

San Bernardino County Transportation Authority

\$5,966.25 - \$8,949.42 Monthly

\$71,595.00 - \$107,393.00 Annually

Under general direction performs a variety of procurement and contract administration duties in support of SBCTA departments; coordinates and monitors proposal, bid, negotiation, and contract processes; ensures compliance with legal and mandated rules and regulations and SBCTA policies and procedures; and performs related duties as assigned.

Equivalent to graduation from an accredited four-year college or university with major coursework in finance, accounting, business or public administration, or a closely related field; and three (3) years of increasingly responsible procurement and contract administration experience. Requires possession of, or ability to obtain, a valid California Driver's License by time of appointment.

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