

# Public Procurement Professionals Today and Tomorrow

# Survey

**T**his survey is being provided to you through the partnership of *Summit: Canada's magazine on public sector purchasing* and Talentmap, an organization that focuses on online employee feedback initiatives.

Your participation is very important, and we thank you for taking the time to complete the survey. For your convenience, you may participate in the survey online at <https://engage.talentmap.com/talentmap/Summit> or by completing this paper version and faxing or mailing it to the magazine.

By fax: **613-688-0767** By mail: **Summit Magazine, 100-263 Holmwood Avenue, Ottawa, ON K1S 2P8.**



## INSTRUCTIONS

This survey consists of three parts. It should take **10 to 15 minutes** to complete. Please move through the survey sequentially and try to complete the survey in one sitting.

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**KELLY**

Complete the survey online at

**<https://engage.talentmap.com/talentmap/Summit>**

# Part 1: Today – State of the Workforce

## 1. Considering everything, please rate your level of satisfaction with your current job at the present time.

Very dissatisfied  Dissatisfied  Neutral  Satisfied  Very satisfied

## 2. Please select the response that most closely fits your level of agreement with the following statements.

	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree Strongly	Agree	NA/No Opinion
<b>Compensation</b>						
I am satisfied with my vacation/time off.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I am satisfied with my pension plan.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Work Resources</b>						
My organization supports a flexible work schedule.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I have the materials and equipment I need to do my job right.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I am able to maintain a balance between work and home.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I have the necessary skills to do the job.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Performance Feedback/Recognition</b>						
My immediate manager sets clear and measurable goals and objectives.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I see a clear link between what I do and how I help my organization.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I understand what I am expected to accomplish at work.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
My organization provides incentives for excellent work.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Personal Growth</b>						
At work, I have the opportunity to do what I do best every day.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
There are continuous opportunities to learn and grow professionally.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I believe my career aspirations can be achieved at this organization.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Vision and Leadership</b>						
My organization understands what needs to be done for us, as procurement professionals, to succeed in the long run.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
My senior management values the work procurement professionals do.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I am satisfied with my senior management/oversight body.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Quality Improvement</b>						
My fellow employees are committed to doing high quality work.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
We systematically adopt new and improved ways to work.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Engagement</b>						
I am proud to tell others I work in the field of procurement.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
This organization inspires me to do my best work.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I would recommend the procurement profession to a friend as a career.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I feel that procurement is viewed as equal to other professions within my organization.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## 3. Please indicate training received and level of formality.

	Received training	Not received training	Formal Training <sup>1</sup>	On the job training
Administration support functions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consulting on procurement services to other departments/organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Contract management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tender/RFP preparation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Contract negotiations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dealing with political oversight body	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Evaluating bid responses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Financial reporting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
General research on product/services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Liaison with senior management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lifecycle costing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Logistics functions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Manage procurement or purchasing staff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Policy development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Project management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
“Green” or environmentally friendly products/services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commodity management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## 4. What formal competitive processes does your organization run?

Tenders  RFQs  RFPs  Other

(please describe)

## 5. I am most likely to engage in continuous learning opportunities when...

My employer funds it  I fund it myself  It makes no difference

## 6. What is your level of interest in continuous learning?

Very interested  Somewhat interested  
 Somewhat disinterested  Not at all interested

## 7. Does your organization have a universal skills standard profile?

Yes (skip 8)  
 No  
 Don't know (skip 8)

## 8. If your organization does not have a universal skills standard profile, is one being developed?

Yes  
 No  
 Don't know

<sup>1</sup>Formal training includes degree, certification and professional development, formal classroom and/or self-study program.

**9. What type of formal processes are in place in your organization to transfer knowledge? (Check all that apply)**

- Mentorship program
- Online training
- Online support
- Formal certification training program (internal)
- Formal certification training program (external)
- Secondment
- Structured intern program
- Sucession planning for procurement organization
- Don't know

**10. When you were hired, what credentials were required?**

**(Check all that apply)**

- Degree
- Diploma
- Certification
- Relevant experience
- Other \_\_\_\_\_ (please describe)

## Part 2: Tomorrow – Retention

**11. Are you looking for or thinking of accepting a job with another employer?**

- Yes  No

**12. How likely are you to accept a position with another employer in the next 12 months?**

- Very unlikely
- Unlikely
- Neither likely nor unlikely
- Likely
- Very likely
- N/A

**13. If you are anticipating a career change, please tell us when.**

- Less than 1 year
- 1 to 2 years
- 3 to 5 years
- 6 to 10 years
- More than 10 years
- No plans to change careers at this time

**14. If you are planning on retiring, please tell us when.**

- Less than 1 year
- 1 to 2 years
- 3 to 5 years
- 6 to 10 years
- 11 to 15 years
- 16 to 20 years
- More than 20 years
- No plans to retire at this time



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## Part 3: Tomorrow – Recruitment

**15. What staffing issues do you see in the next five years? Check all that apply.**

- Lack of people
- Lack of qualified people
- Increased demands on current resources
- Increased level of accountability
- Increased requirement for subject specific knowledge
- Don't know
- Other \_\_\_\_\_

(please describe)

**16. If you or your procurement department were hiring today what positions are you most likely to fill?**

- Entry level position
- Mid level management
- Senior management
- Don't know
- Other \_\_\_\_\_

(please describe)

**17. Approximately how many procurement related positions will your organization need to fill in the next four to five years?**

- \_\_\_\_\_
- Don't Know

**18. Where do you see your organization's future recruits coming from?**

- Internal to my organization
- External to my organization
- Don't know

**19. Where will your organization look for future recruits?**

**(Check all that apply)**

- High school
- College
- University
- Public sector
- Private sector
- None of the above

**20. Will your organization use formal intern programs with university/college graduates as a vehicle for recruitment?**

- Yes  No  Don't know

**21. What type of educational background is your organization looking for now?**

Background type	Currently pursuing employees in/with:	Rank Importance		
		1 (High)	2	3 (Low)
Public administration degree/diploma	<input type="checkbox"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Business administration degree/diploma	<input type="checkbox"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Commerce degree/diploma	<input type="checkbox"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Masters degree	<input type="checkbox"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Science degree/diploma	<input type="checkbox"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Purchasing Management Association of Canada (PMAC)	<input type="checkbox"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
National Institute Government Purchasers (NIGP)	<input type="checkbox"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Software/IT diploma	<input type="checkbox"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other: _____	<input type="checkbox"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
(please describe)				

**22. What credentials will your organization be looking for in the next five years? (Check all that apply)**

- Public administration degree/diploma
- Business administration degree/diploma
- Commerce degree/diploma
- Masters degree
- Science degree/diploma
- Purchasing Management Association of Canada (PMAC)
- National Institute Government Purchasers (NIGP)
- Software/IT diploma
- Other: \_\_\_\_\_ (please describe)

**23. In your procurement profession, what do you see as the top three (3) skills required in the next five years?**

	Pursuing employees in the next 5 years in/with:	Rank Importance		
		1 (High)	2	3 (Low)
Competition management	<input type="checkbox"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Negotiation	<input type="checkbox"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Supplier management	<input type="checkbox"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Relationship skills	<input type="checkbox"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Customer service	<input type="checkbox"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Communication skills, written and verbal	<input type="checkbox"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Information technology skills	<input type="checkbox"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

## Part 4: Demographics

The following information is gathered for data **classification purposes**. To ensure confidentiality and anonymity, Talentmap and Summit **WILL NOT divulge individual survey responses** to anyone; only aggregate reports will be provided.

**24. What is your age group?**

- Under 25
- 25-34
- 35-44
- 45-54
- 55+

**25. Do you make purchases of goods and/or services for your organization?**

- Yes
- No

**26. Please describe your role:**

- Part of a department/office
- Sole purchaser

**27. In total, approximately how many employees in your organization work in procurement related positions?**

- \_\_\_\_\_
- Don't Know

**28. What is your level of responsibility?**

- Senior executive
- Manager
- Individual contributor

**29. What is your length of service with your organization?**

- Less than six months
- Six months – 1 year
- 2 – 4 years
- 5 – 10 years
- 11 – 20 years
- 20 or more years

**30. What organization best describes your place of employment?**

**Public sector**

- Federal government
- Provincial government
- Municipal government
- Federal board or commission
- Provincial board or commission
- Elected member of government
- Crown corporation
- Health sector
- School board
- University or college
- Police or fire department
- Public utility
- Other public or para-public sector

**Private sector**

- Consulting and professional services
- IT and Telecommunications
- Business products and services
- Communications/PR/Media/Printing/Publishing
- Supply chain logistics
- Other Private sector

**31. What is your primary role/area of responsibility?**

- Administration/Support services
- Consultant/Analyst
- Financial management
- Communications/Public relations
- Information technology
- Logistics/Operations management
- Marketing/Business development
- Materials management
- Policy planning and review
- President/CEO and Executive
- Project/Program management
- Property/Fleet management
- Purchasing/Procurement
- Research library
- Sales/Account management
- Other

**32. What are the first three characters of your office's postal code?**

\_\_\_\_\_

**33. If you could provide one suggestion to improve the procurement profession in your organization, what would it be?**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Thank you** for taking the time to complete the survey. Send responses by:

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