

The Company

The Jim Pattison Group is the second largest privately held company in Canada with over 59,000 employees worldwide; operating a large number of companies in a diverse set of industries. Jim Pattison Lease has been operating in Canada since 1961. The company has branches across Canada and the United States and is a Leader in Customized Fleet Management, providing Vehicle Fleet Leasing, Rentals, and Remarketing through both wholesale and retail channels, and Fleet Management solutions for commercial enterprises.

About Jim Pattison Lease: <http://www.jimpattisonlease.com/about/>

About the Jim Pattison Group: <https://www.jimpattison.com/about/our-story/>

Are you interested in building your career with a reputable, leading fleet management company that is continually growing?

Jim Pattison Lease is seeking a highly motivated individual for the unique opportunity of building your personal career with a stable organization that is continually growing.

The Opportunity

Reporting to the President and based in our Mississauga, Ontario location, the Manager, Vendor Relations will play a critical part in strengthening and expanding our network of trusted vendor and supplier partners. The ideal candidate will bring a strategic mindset and strong relationship skills to help drive long-term value and operational excellence through effective partnership management.

Position Description

The Manager, Vendor Relations will be responsible for developing, managing, and enhancing partnerships with strategic suppliers and vendors across Canada and the US. The ideal candidate will play a key role in ensuring vendor performance aligns with business goals, identifying areas for collaboration and improvement, and supporting procurement and operational teams to drive value through vendor relationships.

Position Responsibilities and Accountabilities

- Build and maintain strong, long-term relationships with strategic vendors and suppliers.
- Initiate and support contract negotiations, renewals, and performance discussions with vendors.
- Collaborate with internal teams (procurement, fleet services, finance, etc.) to understand vendor-related needs and objectives.
- Monitor vendor performance through KPIs and service-level agreements (SLAs); provide feedback and lead performance improvement discussions.

- Identify opportunities for revenue generation, cost savings, service enhancements, and process efficiencies through vendor partnerships.
- Manage issue resolution between internal teams and vendors.
- Maintain accurate and up-to-date records of vendor agreements, communications, and performance metrics.
- Stay informed about market trends and industry best practices in vendor management.
- Ability to travel as needed, both locally and internationally (primarily within Canada and the US).

Key Attributes and Skills

- Post-secondary undergraduate degree in business, supply chain, or a related field is strongly preferred.
- 3+ years of experience in vendor or supplier relationship management, procurement, or a similar function is strongly preferred.
- Strong communication and negotiation skills.
- Experience working with suppliers in both Canada and the United States is preferred.
- Bilingual (English & French) is preferred.
- Highly organized with the ability to manage multiple priorities and relationships.
- Proficiency in MS Office (Excel, Word, Outlook).
- Ability to work independently while collaborating with cross-functional teams.

How to Apply

- If this opportunity is of interest to you, please send your resume and brief cover letter to greatcareer@jplease.com.
- Candidates must have a valid driver's license and be eligible to work in Canada. We thank everyone for their interest, however, only those qualified and considered for an interview will be contacted at this time.
- The posting is for a new position.