



JOB VACANCY

POSITION	JOB PURPOSE / JOB REQUIREMENTS
<p>1. Manager: Supply Chain Management</p>	<p>Job Purpose: To oversee and manage the overall SCM operations, including demand, acquisition, disposal, assets management, SCM unit performance and risk management.</p> <p>Job Requirements: A Degree / Diploma in Supply Chain Management or equivalent qualification is a minimum requirement. At least 3 years' SCM/Procurement management experience. More than 2 years' experience in supervisory role involving people management. Experience in the implementation, monitoring and evaluation of projects or procurement initiatives. Experience in a SETA environment is advantageous</p> <p>Competency Requirements: Policy development, interpretation and review; planning and organising; performance driven; disciplined and highest level of integrity; deadline driven, negotiation skills, inventory management; attention to detail and analytical; emotionally intelligent to foster fluid relationships in the work place; conflict handling and resolution skills; stress tolerance and adaptability.</p> <p>Job Responsibilities: Develop and review the Supply Chain Management (SCM) systems of internal controls, policies and procedures. Participate and contribute in the development of strategic and annual plans. Prepare and update Annual Procurement Plans. Prepare the Annual Costs Containment Plan as required by National Treasury. Develop and manage the SCM operational work plan and ensure implementation thereof. Prepare monthly procurement reports and quarterly reports to the accounting authority on progress made on SCM targets and organisational procurement profile. Prepare and submit progress reports for submission to the Department of Higher Education and Training and National Treasury. Improve productivity within the area of responsibility and align SCM business activities with strategic and operational plans of Cathsseta. Provide advice and guidance to the organisation on issues of compliance with regulations and SCM guidelines, risks and new developments on SCM space. Undertake regular supplier performance in consultation with user departments as per contracts signed with suppliers and initiate processes of informing Treasury of any suppliers to be barred from doing business with the public sector. Assist the CFO to deliver on the Supply Chain Management Strategy. Manage the implementation of projects within the area of responsibility.</p>

Timelines

- **Please forward a detailed CV to recruitment1@bloc-placements.com by no later than Sunday the 27th November 2016. Late applications will not be considered.**
- **Note: Should you not hear from Cathsseta within one month of the closing date, please regard your application as unsuccessful. Cathsseta is an equal opportunity employer, committed to employment equity.**