

Gauteng Partnership Fund Vacancy Advertisement

Title of the Job:	Manager: Supply Chain Management
Grade / Level:	D3 (Paterson)
Location:	Sandton
Salary:	Market related
Closing Date:	19 March 2021

Overall Responsibility: To lead and manage the Supply Chain Management Unit of GPF in order to ensure operational efficiency and effectiveness.

Key Performance Areas:

1. Co-ordinate the supply initiatives of GPF in line with strategic objectives of the GPF
2. Facilitating allocation and control of SCM in line with applicable legislations.
3. Develops procedures for coordination of supply chain management with other functional areas.
4. Designs and implements supply chain that supports business strategies adapted to changing market conditions.
5. Responsible and accountable for implementation of Supply Chain Management strategy and plan.
6. Develops and implement procedures or systems to evaluate or select suppliers in compliance with treasury regulations.
7. Negotiates prices and terms with suppliers
8. Regular meeting with suppliers to discuss performance metrics, Performance feedback or to discuss changes.
9. Monitors supplier performance to assess ability to meet quality and delivery requirements.
10. Reviews or updates supply chain practices in accordance with the new or changing environmental policies, standards, regulations and laws.
11. Manage all tenders for GPF
12. Develop and implement annual operational plans
13. Identify strategic and operational risk and implement mitigation plans
14. Manages stakeholder relations in accordance with policies, procedures and legal requirements.
15. Manages employees in the functional area and their performance.
16. Advise on matters of Supply Chain ensuring support in the institutionalisation of supply chain operations reference models.
17. Analysis of Supply chain practices in GPF, optimisation of supply chain practices at GPF in alignment with National and
18. Provincial practices.
19. Implement co-ordinate statutory requirements for the department, such as Audits and related matters.
20. Provide for day today Supply Chain activities, ensuring that policies, procedures and systems are utilised in the production of quality, verifiable, quantifiable accurate Supply Chain reports.

Qualification & Experience: Bachelor's Degree in Supply Chain Management / Purchasing Management or relevant qualification at NQF Level 7. A post-graduate qualification will be an added advantage. At least 4 years of work experience in supply chain environment. A valid code EB driver's license.

Competencies: Extensive knowledge and experience in Supply Chain Management • Extensive knowledge of relevant legislation and regulations including PFMA and Treasury Regulations • Astute Administrative skills in records management • Presentation and Communication skills (written and verbal) • Interpersonal and Team Management • Ability to be proactive and innovative.

GPF is an equal opportunity, affirmative action employer. Preference will be given to candidates whose appointment will enhance representation in accordance with the approved employment equity plan.

Correspondence will be limited to shortlisted candidates only. If you do not hear from us within two months of the closing date, please regard your application as unsuccessful. It will be expected of candidates to be available for selection interviews on a date, time and place as determined by GPF. GPF reserves the right not to fill an advertised position. Background verification, including criminal record and citizenship checks, as well as a competency assessment will form part of the selection process. It is the applicants' responsibility to have their foreign qualifications evaluated by the South African Qualifications Authority (SAQA).

Applications to be sent to careers@gpf.org.za by no later than close of business on Friday 19 March 2021