



External Vacancy

DIVISION: Finance	DEPARTMENT: Supply Chain Management
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POST: Supply Chain Manager	Post No : 8046 Peromnes level (06)
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JOB DESCRIPTION:

The incumbent will be responsible for the following: {KPA'S}

- Effective Management of Procurement Processes i.e. Demand, Acquisition, Logistics Goods Receiving, Database and Contracts Management for the University and the four Satellite Campuses
- Formulating, developing and providing strategic direction with regard to Procurement processes and procedures
- Ensuring compliance, advisory services with regard to supply chain
- Liaising with internal departments and suppliers in terms of project timelines and adherence to project completion
- Ensuring adherence to supply chain legislation PFMA, Treasury Regulations, Preferential Procurement policy framework Act and its regulations
- Providing operational support in terms of all procurement processes
- Managing the contract award process and serving as a point of contact for suppliers on contractual matters
- Creating cost saving opportunities for the University by bulk buying, pooling efforts, economies of scale, etc.
- Building strategic, professional and ethical relationships with customers and suppliers
- Risk management on all procurement process
- Ensuring compliance with all legislative requirements in terms of Tax, BBBEE, CIPC, etc,
- Continuous negotiations with suppliers with regard to products, prices, quality and available supply in the market in terms of suppliers commodities and or catalogues
- Responsible for Supply Chain Management Audit
- Monthly, quarterly and adhoc reporting

Application Criteria:

Qualification/Experience:

- Bachelor's degree in Purchasing/Logistics Management/Supply Chain Management
- Six (6) years' Procurement experience, of which four (4) must be on a Managerial Level
- High level of Tenders Evaluation and management experience

Computer Skills:

- Ms Office – Excel, Word & PowerPoint
- Knowledge of ITS system will be an added advantage

Closing date for applications: 29 September 2017

Submit CV by hand to Ms.Carmen Titus at B103 or e-mailed to carment@vut.ac.za. Tel: 016 950 9392

Please Note: The application must be accompanied by a CV, identity document and ORIGINAL certified copies (not older than 3 months) of educational qualifications. Submission of such copies entitles Vaal University of Technology to authenticate the qualifications without any further consent from the applicant. Candidates with foreign qualifications must also submit the South African equivalent of the qualification. These qualifications are evaluated by SAQA. Vaal University of Technology is an equal opportunity and affirmative action employer, which is committed to the implementation of its employment equity plan. Therefore people from designated groups are encouraged to apply. If you are not contacted within three weeks after the closing date, please accept that your application was unsuccessful.