

THE MVULA TRUST INTERNAL ADVERT

DATE POSTED: 25 February 2021

CLOSING DATE: 08 March 2021

JOB TITLE: SUPPLY CHAIN MANAGEMENT SPECIALIST

REGION: LIMPOPO REGIONAL OFFICE

The Mvula Trust is seeking a highly driven and goal orientated candidate for the position of Supply Chain Management Officer in the Office of the Chief Financial Officer. The key functions will include amongst others:

- Management and implementation of a procurement system according to the relevant prescripts and legislations
- Implementing and monitoring supply chain management and internal controls to ensure compliance with prescribed legislation in terms of the PPPFA, BBBEE Act, Supply Chain Management policy and CIDB Act.
- Ensure effective management of bid/ tender processes and administration.
- Provide advice and guidance and information to officials on all supply chain management processes.
- Report all detected non-compliant and ensure that corrective actions are taken.
- Ensure a demand management plan that meets the operational and strategic plans is in place and submitted in accordance with the prescribed timeframes.
- Contract management and administration and management of assets and inventory
- Review and maintain supply chain management policies and procedures
- Management of staff and other resources in the supply chain management unit.
- Ensure effective and efficient internal financial controls are established.
- Collaboration with other departments, such as Finance, Legal Services, Operations and Regional offices identify or qualify new supplies or consultants.
- Document physical supply chain processes, such as workflows, turnaround times or system flows.

Requirements of the position include:

- B.Com degree in supply chain management or procurement or logistics management.
- At least five (5) years' hands-on experience in supply chain management
- Two (2) years' experience in managing/ leading or supervising supply chain management unit
- Thorough knowledge of the PPPFA, BBBEE Act and CIDB Act.
- Experience working with SAP Business One system will be added
- Good knowledge and experience of bid processes
- Procurement and financial management skills

Interested candidates are requested to e-mail their CVs to: recruitment@themvulatrust.org.za

PLEASE DO NOT SEND ANY CERTIFICATES, DIPLOMAS OR TESTIMONIALS

IF YOU HAVE NOT HEARD FROM US WITHIN 30 DAYS OF THE CLOSING DATE, PLEASE ACCEPT THAT YOUR APPLICATION HAS BEEN UNSUCCESSFUL.