



The Department of Environmental Affairs is advertising the following posts on behalf of the Waste Management Bureau. All posts are on a **5-year contract**. Waste Bureau is an organ of state established to be specialist implementing agent that facilitates waste minimisation and recycling.

Senior Supply Chain Management Specialist (WB09/2018)

Salary R653 000 - R914 200 per annum (Total cost to company)

Centre: Pretoria

Requirements:

- An appropriate recognised Bachelor's Degree in Supply Chain Management or Public Administration/Management or equivalent relevant qualification (NQF Level 7);
- Knowledge and experience of senior managerial supply chain management function;
- Experience in or an advanced knowledge of the provisions of the PFMA and Treasury Regulations and associated provisions, regulations and norms and standards;
- Ability to develop, interpret and apply policies, strategies and legislation;
- Good stakeholder coordination and engagement, Sound research, knowledge management, change management, strategic capability and leadership, problem solving and analysis, people management and empowerment as well as programme and project management skills.

Duties:

- Manage contract administration and receipt of Service Level Agreements
Interpret, understand and implement Supply Chain Management as contained in relevant legislation and regulations;
- Advise on sound contract management principles. Manage the asset register and ensure verification of asset on an annual basis;
- Control assets (including disposal management). Implement relevant policies and procedures with respect to Supply Chain and Asset Management. Develop and implement internal control procedures to ensure the management of risk;
- Monitor procurement risk arising from contracts and asset disposals. Provide advisory services in determining the Bid evaluation criteria, compilation of bid documents, evaluation of Bids and recommendations. Provide a support service to the Senior Manager: Supply Chain Management;
- Liaise with relevant role-players in the environment regarding specific and transversal procurement matters. Ensure effective financial and human resources management.

Enquiries: Ms Khutso Mashabela, Tel: 012 399 8817

Closing Date: 22 June 2018

For Attention: Ms Kate Selemela

-
- All applications must be submitted on a **Z83 application form** (*click bold underlined text to download PDF form*) accompanied by certified copies of qualifications, identity document (ID) as well as a comprehensive curriculum vitae (CV) in order to be considered.
 - It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA).
 - The Waste Bureau Affairs is an equal opportunity, affirmative action employer.
 - Correspondence will be limited to successful candidates only.
 - People with Disabilities are encouraged to apply
 - **Short-listed candidates will be subjected to screening and security vetting to determine their suitability for employment, including but not limited to: Criminal records; Citizenship status; Credit-worthiness; Previous employment (reference checks); and Qualification verification.** Candidates shortlisted for the SMS post will be subjected to a technical exercise that intends to test relevant technical elements of the job.
 - Following the interview and the technical exercise, the Selection Panel will recommend candidates to attend a generic managerial competency assessment in compliance with the DPSA Directive on the implementation of competency based assessments.
 - Furthermore, the person appointed to this position will be subject to a security clearance, the signing of a performance agreement and an employment contract.
 - If you have not been contacted within three 3 months after the closing date of the advertisement, please accept that your application was unsuccessful.
 - The department reserves the right not to make an appointment.
 - Relaxation of qualification requirements may be considered for non-OSD posts
 - **Applications must be forwarded to: The Director-General, Department of Environmental Affairs, Private Bag X447, Pretoria, 0001 or hand-delivered to: Environment House, Erf 1563 Arcadia Extension 6, Cnr Soutpansberg and Steve Biko Road, Arcadia, Pretoria.** No faxed, e-mailed and late applications will be considered.