

Office of the Chief Procurement Officer

Director: Transversal Contracting (Education Sector)

S003/2017

Pretoria

Salary: R898, 743.00 per annum (all inclusive)

Purpose: Manage a commodity unit within Transversal Contracting responsible for the efficient facilitation and processing of transversal term contracts on behalf of government.

Requirements: B. Degree in Economics/Business Economics/ Supply Chain Management, Logistics Management • Purchasing Management or equivalent tertiary qualification • Honours degree will be an added advantage (NQF level 14) • At least 6 years management experience in a corporate or public sector Supply Chain Management environment • In-depth knowledge of PFMA, Treasury Regulations • In-depth knowledge of SCM Policies and prescripts

Key Outputs: **Demand Management:** Manage and coordinate the industry analysis process, Provide a commodity analysis process, Initiate market research to determine needs analysis in the market, Determine specification requirements, Verify availability of funds • **Acquisition management:** Design and develop specifications and bid terms and conditions, Coordinate the advertisement, evaluation, finalization and administration of transversal term contracts, Benchmark contract prices against market prices to enhance value for money, Quantification of economic benefits by applying strategic sourcing methodologies, Conduct supplier due diligence • **Improve internal control environment:** Develop and review risk profiles for contracts, Enhance transparency and compliance with SCM processes, Implement risk mitigation strategies, Application of SCM business processes • **Improve contract management in external environment:** Provide technical support to all spheres of government, Provide support and assistance to industry • **Supplier performance management and reporting:** Manage and monitor supplier performance, Produce contract performance reports • **Continuous Improvement:** Conduct research for best practices and new alternative solutions, Identify new opportunities for transversal contracts, Manage and share contract management knowledge and information • **Promote government socio-economic objectives:** Support black economic empowerment development, Support Proudly SA products, local content and related policies, Support SMME development, Support all policies with development and transformation agenda.

Applications may be sent via e-mail to recruit.ocpo@treasury.gov.za closing date: 14 April 2017 at 12:00.

The National Treasury is an equal opportunity employer and encourages applications from women and the disabled in particular. Our buildings are accessible to disabled persons.

Applications should be accompanied by a comprehensive CV and originally certified copies of qualifications and ID. Please forward your application, quoting the relevant reference number and the name of the publication in which you saw this advertisement, to the Recruitment Administrator: National Treasury, Private Bag X115, Pretoria 0001 or to the e-mail address mentioned. No late applications will be accepted.

Qualifications and SA citizenship checks will be conducted on all short-listed candidates and, where applicable, additional checks will be conducted. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). If you have not received feedback from the National Treasury within 1 month of the closing date, please regard your application as unsuccessful.