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OFFICE OF THE CHIEF PROCUREMENT OFFICER

DIRECTOR: SCM LEGAL ADVISORY SERVICES

Salary: R864 177 per annum (All-inclusive remuneration package) Ref. S009/2016 Pretoria

Purpose: To research, promote and maintain adherence to and implementation of applicable Treasury practices, laws and regulations in managing Procurement related programmes within the Office of the Chief Procurement Officer (OCPO).

Requirements: A relevant recognised Bachelor's Degree (NQF level 7) • A relevant recognised Post-Graduate qualification (NQF level 8 or higher) would be an added advantage • 5 years at a management level • 8 years in legal and/or regulatory and/or SCM environment • Experience in a public sector environment will be an advantage • Knowledge of the SCM landscape in SA • Good interpersonal and communication skills.

Key outputs: Review and advise management on legal implications of SCM policies and procedures • Review and advise management on legal implications of SCM policies and procedures • Develop and/or influence SCM related government policy, norms, standards, frameworks and guidelines • Review the instruction notes and circulars issued before dissemination • Review and provide legal advice on tender documents • Review on-going cases and advise management accordingly • Liaise with relevant chief directorates within the O-CPO to ensure that where legal risks have been identified, appropriate courses of action have been taken • Provide and interpret legal information, facilitate training and disseminate appropriate legal requirements to internal OCPO staff as well as client departments • Provide legal protection and risk management advice to management especially on contract management • Review progress of outstanding litigation and liaise with and manage external legal representatives • Assist in the legal interpretation of queries.

Closing date: 8 February 2016 at 12:00. No late applications will be accepted.

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.

Only applications accompanied by a completed Z83 form will be considered with a comprehensive CV and copy of the ID. Certified copies of qualifications will only be requested and accepted from shortlisted candidates.

All shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department.

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 e-mail: recruit.ocpo@treasury.gov.za

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.