

SUPPLY CHAIN MANAGER

1.1. The Energy and Water Sector Education and Training Authority (EWSETA) is a Skills Development Authority serving the Energy and Water sectors. It is one of 21 SETAs established in South Africa in terms of the Skills Development Act of 1998 (SDA) as amended. The EWSETA invites suitable candidates to apply for a Supply Chain Manager.

1. Brief Overview of the Role.

Establish and maintain an effective and efficient supply chain management system within the EWSETA, lead the organization's asset management system and manage the coordination of staff and manager travel and accommodation, by:

1. Managing and maintaining a compliant, effective and efficient supply chain management function within the EWSETA.
2. Providing operational leadership in respect of EWSETA's asset management system.
3. Managing the coordination of staff and manager travel and accommodation.
4. Managing facilities.
5. Managing the EWSETA fleet.

Performing all tasks related to the purpose of this role, as required and delegated.

2. Key Responsibilities

1. Supply Chain Management Strategy and Continuous Improvement
2. Supply Chain Management
3. Information Management and Reporting
4. Inventory Management
5. Stakeholder Relationship Management
6. Regulatory and Compliance Management
7. Risk Management
8. Asset Management
9. Travel Management
10. Facilities Management
11. Financial Leadership
12. People Management

3. Requirements of the Role

Inherent Role Requirements		
Requirement	Minimum	Advantageous/Ideal
Qualifications:	B Degree or equivalent (NQF level 7) in relevant field, e.g., Supply Chain Management, Procurement, Logistics, Finance or related field	Post-graduate Degree or equivalent (NQF level 8) in relevant field, e.g., Supply Chain Management, Procurement, Logistics, Finance or related field
Experience:	6 years' experience in Supply Chain Management of which 3 years' must at a managerial level 3 years of experience in the Public Sector	Experience in a SETA environment
Training:	Advanced Computer Literacy (MS Office package)	Sage System
Professional certification and membership of professional bodies	Not applicable	The following professional associations or any other relevant recognised professional association: <ul style="list-style-type: none"> • SAPICS • The Council of Supply Chain Management Professionals (CSCMP)

4. Competency Requirements

Competency Requirements	
EWSETA PREREQUISITE COMPETENCIES (REFER TO EWSETA'S COMPETENCY FRAMEWORK)	<ul style="list-style-type: none"> ▪ Building Client Loyalty ▪ Aligning Performance for Success ▪ Coaching ▪ Building a Successful Team ▪ Continuous Improvement
EWSETA CORE COMPETENCIES (REFER TO EWSETA'S COMPETENCY FRAMEWORK)	<ul style="list-style-type: none"> ▪ Stakeholder orientation ▪ Building collaborative working relationships ▪ Driving for results ▪ Continuous learning ▪ Quality Orientation ▪ Demonstrating personal integrity

Competency Requirements	
KNOWLEDGE	<ul style="list-style-type: none"> ▪ Understanding of the SETA regulatory environment ▪ Understanding of relevant legislation such as SDA, PFMA and National Treasury ▪ Supply chain management principles, methodologies, and procedures ▪ Financial planning ▪ Public Sector Procurement practices, procedures and regulations ▪ Commercial Law ▪ Acquisition processes, compilation of tender specifications and adjudication of bids ▪ EWSETA operations and processes ▪ Internal controls ▪ Business planning and design ▪ Performance measurement ▪ Risk Management Methodology ▪ Internal and external audit processes ▪ Information systems ▪ Contract management principles and processes ▪ Asset management principles and processes ▪ Fleet management principles and processes ▪ Travel management principles and processes
SKILLS (NOT LISTED IN EWSETA'S COMPETENCY FRAMEWORK)	<ul style="list-style-type: none"> ▪ Verbal and written communication ▪ Reporting ▪ Financial Management ▪ Ability to manage multiple tasks and projects (Project Management) ▪ Strategic Thinking ▪ Budget Management ▪ Risk Management ▪ People Management ▪ Networking ▪ Contract Management ▪ Interpersonal skills ▪ Presentation skills ▪ Negotiation skills
ATTRIBUTES (NOT LISTED IN EWSETA'S	<ul style="list-style-type: none"> ▪ High personal and professional ethics ▪ Able to deal with sensitive sector and SETA information

Competency Requirements	
COMPETENCY FRAMEWORK)	<ul style="list-style-type: none"> ▪ Diplomacy ▪ Confidentiality ▪ Persuasive ▪ Proactive ▪ Deadline driven ▪ Team player ▪ Able to promote cross functional effectiveness ▪ Decisive and able to quickly react to changing environments

5. Application Process

Please see attached the full detailed Job Description for the role of the Supply Chan Manager.

CVs and Certified Qualifications of suitably qualified persons must be forwarded to newrecruitment@ewseta.org.za by no later than the Close of Business 09 October 2023 (i.e. by 16:30 p.m.). Enquiries may be directed to the HR Manager at 010 109 3250 or Mthenjwa Radebe at mthenjwar@ewseta.org.za. Applications received after the closing date will not be considered.

Correspondence will be limited to shortlisted candidates. EWSETA reserves the right not to make an appointment/s for the advertised post.

Appointment will be made in line with the EWSETA Employment Equity targets.

NB: Please use the name of the position on the subject line of your application email.