



merSETA

MANUFACTURING, ENGINEERING
AND RELATED SERVICES SETA

The merSETA is the Manufacturing, Engineering and Related Services Education and Training Authority established through the Skills Development Act. This SETA encompasses the metal and engineering, auto manufacturing, motor retail, tyre manufacturing and plastics industries.

INTERNAL & EXTERNAL ADVERT

We have an excellent opportunity for the following professional to join the Supply Chain Unit:

SENIOR MANAGER: SUPPLY CHAIN MANAGEMENT (D5)

Salary Level (Min. to Mid): 1 116 200- 1 382 300 pa

FIXED TERM CONTRACT ALIGNED TO THE SETA LICENSE TERM

Head Office

Prime Focus:

The incumbent will be responsible for developing, implementing and delivering a best practice Supply Chain Management Service and Strategy in line with the relevant statutory requirements. He/she will be required to provide governance advice and guidance to the merSETA in relation to efficient Contract Management and Supply Chain business practices and processes.

Duties include:

- To lead the development and implementation of the merSETA'S Supply Chain framework, policies and strategies to support tendering, contracts management, spend analytics and supplier performance management
- Efficient and effective implementation of procurement provisions of the PFMA and Preferential Procurement Policy Framework Act (PPPFA)
- Ensure a professional service excellence center for utilisation by all divisions in merSETA with sound business processes in all areas of the Supply Chain Management unit
- Providing guidance to stakeholders on the interpretation of SCM procedures, application and communication sequences associated with the Supply Chain Management cycle
- Ensure that an effective SCM performance management system is developed and implemented in accordance with departmental policies and procedures and applicable legislative requirements, that measures the performance of; suppliers, the SCM unit, and the department
- Exercise audit control, including assisting with formulating responses to audit findings, engaging with AGSA on SCM matters during audit
- Ensure effective SCM committees are established with clearly defined roles, functioning in accordance with applicable legislative requirements
- Provide timely and relevant supply chain information reported to relevant stakeholders in compliance with departmental policies and procedures and applicable legislative requirements



- Align SCM departmental requirements to budgetary provisions to establish and comment on costs versus allocations
- Develop a suitable contract database and protocol for ongoing supplier management including the creation, rationalisation and management of a supplier list
- Establishing and managing future demand and capacity planning including the development to supplier risk management
- Provide an update on all legislative and regulatory developments and advise the business accordingly

Qualities, experience, knowledge and skills required:

- NQF Level 7 qualification in Logistics /Supply Chain /Commerce/Business / Procurement or Related field
- NQF Level 8 qualification in the related field will be an added advantage
- 8 years or more supply chain experience including 3 years management experience
- Experience in a public institution is essential
- Experience must include developing and establishing SCM systems, business processes, procedures and practices within a multi project environment
- Extensive and in-depth knowledge of PFMA, Treasury Regulations, the Broad Based Black Economic Empowerment Act, Preferential Procurement Policy Framework Act and Supply Chain Management Framework
- Knowledge of the Code of Conduct for Supply Chain Management Practitioners
- Advanced systems and computer skills
- Knowledge of relevant legislation
- Customer Service Orientation
- Team Leadership
- Information Monitoring
- Time Management
- Complex Problem Solving
- People Management
- Management/Leadership skills
- Planning and organizing
- Budgeting and finance skills
- Attention to detail
- Presentation skills
- Emotional Intelligence
- Innovative
- Assertiveness
- Ethical Behaviour
- Oral and written communication

The merSETA is an equal opportunity employer; however, **Preference will be given to Affirmative Action candidates and people with disabilities in line with the EE Plan.** Please submit a detailed CV, qualification and application form and motivational letter to: recruitment@merseta.org.za

Only shortlisted candidates will be contacted. **Internal applicants will be shortlisted only if they meet all the requirements.** Should you not be contacted within 21 days after the closing date, please know that your application was not successful. **The MERSETA reserves the right to not make an appointment.**

CLOSING DATE: 19 May 2023