

**POST** : **ASSISTANT DIRECTOR: SUPPLY CHAIN MANAGEMENT**  
**Directorate-Institutional Management (Water Trading Entity)**

**SALARY** : R337 998 per annum (Level 10)  
**CENTRE** : Durban (Pongola-UMzimkhulu Proto CMA), Ref: 150515/14  
**REQUIREMENTS** : National diploma or degree in Public Management/Supply Chain Management or Financial Management. Three (3) to (5) years working experience in the area of Supply Chain Management, Asset Management Financial Management. Proven supervisory experience. Experience in Acquisition of Goods and Services, Demand and Contract management. Knowledge of PFMA, National Treasury Regulations, BBBEE, PPPFA, procurement policies and procedures. Computer Literacy: Excel, MS Word, Outlook, PowerPoint Presentations. Must have experience on SAP system. Management skills, excellent interpersonal relations, good communication skills. Presentation skills. Must be client orientated and customer focused. Valid driver's license.

**DUTIES** : Implementation of Supply Chain Management and Asset management policies and procedures in the Department. Manage the implementation of the standardised inter control measures Administer the BID administration process. Compliance to monthly SCM reports. Management of the SCM Database. Management of Contract appointment process. Compilation of asset management reports. Management of Asset disposal process in the Region. Management of Human Resources in the unit including performance assessment of the officials in the unit. Provide training to officials on new developments. Identify and mitigate risk within the unit. Monthly reporting on irregular expenditure. Administer demand management plans for all sub-directorates and provide inputs to all programme managers during planning. Manage inventory (stock counts and reports).

**ENQUIRIES** : Ms S Sewbaran, tel: (031) 336 2712.  
**APPLICATIONS** : Please forward your application quoting the reference number to: The Regional Head: KwaZulu-Natal, Department of Water and Sanitation. P. O. Box 1018, Durban, 4000 or hand-deliver to 88 Joe Slovo Street (formerly known as Field Street), Southern Life Building, 9<sup>th</sup> Floor, Durban. For attention: The Manager (Human Resources).