DEPARTMENT OF WATER AND SANITATION

APPLICATION	:	**Centre Pretoria , Umzimvubu:** Please forward your applications quoting the reference number to: The Department of Water and Sanitation, Private Bag X 350, Pretoria, 0001 or hand deliver at the Continental Building, cnr Visagie and Bosman, Continental Building**. For attention**: Ms Cindy Mazibuko
CLOSING DATE	:	**25 NOVEMBER 2016 TIME: 16H00**
POST	:	**DEPUTY DIRECTOR: LOGISTICS REF: 181116/22**
SALARY	:	R 612 822 per annum (All inclusive package) level 11
CENTRE	:	Pretoria
REQUIREMENTS	:	A national diploma or degree in Public Management/Finance/Supply Chain Management. Six (6) – Ten (10) years experience in Supply Chain Management four of which must be at supervisory level. Knowledge of organizational and government structures. Knowledge and understanding of Supply Chain Management Framework and processes. Understanding of the application of SCM procedures and Delegations. Knowledge and understanding of the application of Logis System .Reconciliation of commitments and accruals. Financial management and knowledge of PFMA. Report writing skills, communication and supervision skills. Accountability and good ethical conduct. Ability to enforce compliance. Client orientation and Customer focused. Problem solving and Analysis .Ability to work under pressure.
DUTIES	:	Ensure acquisition of goods and services is in line with SCM prescripts; Ensure disposal management of redundant and unserviceable goods; Management of warehouse; Ensure effective stock replenishing system is in place; Evaluation of compliance to tender/quotations; Approve documents for creation of purchase order; Ensure compliance with Departmental prescripts; policies and procedure manuals; Monitor updates to LOGIS; Perform reconciliations to open orders; Conduct stock count and compile report; Approve stock level and update stock catalogue; Report commitment on monthly and quarterly basis; Supervision and management of the subordinates.
ENQUIRIES	:	Mr J Hlakudi Tel (012) 336 6681