



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF WATER AND SANITATION CLOSING DATE: 29 October 2021

Note: Interested applicants must submit their applications for employment to the e-mail address specified on each post. Applications must be submitted using the newly implemented Z83 form obtainable on the Department of Water and Sanitation's website, under career opportunities or the DPSA website, under vacancies in the Public Service (point 4) and should be accompanied by a comprehensive CV as well as copies of qualifications, identity document and a valid driver's license (where applicable) which need **not** to be certified when applying for a post. Original/certified copies must be produced by only shortlisted candidates during the interview date. All required information on Form Z83 must be provided. Failure to complete or disclose all required information will automatically disqualify the applicant. All documents must be submitted in one email in a PDF format. The attachment/s, may not exceed 5mb. Subject title on the email must clearly display the reference number of the post applied for. Applicants should forward applications to the correct email address of the post as wrong emailed applications will not be considered. No late applications will be accepted. A SAQA evaluation certificate must accompany foreign qualification/s. Applications that do not comply with the above mentioned requirements will not be considered. *All shortlisted candidates pertaining to Senior Management Services (SMS) posts will be subjected to a technical and competency assessment and a pre-entry certificate obtained from the National School of Government is required prior to the appointment. (Individuals who have completed the course already, and who are therefore in possession of a certificate are welcome to submit such, however it is not required that an applicant submit such when applying for the post prior to the closing date. The link for the completion of the course for the certificate for the pre-entry into SMS can be found on <http://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. Candidates will be required to complete a financial disclosure form and undergo a security clearance. Foreigners or dual citizenship holders must provide a police clearance certificate from country of origin. The Department of Water Sanitation is an equal opportunity employer. In the filling of vacant posts, the objectives of section 195 (1) (i) of the Constitution of South Africa, 1996 (Act No: 108 of 1996) the Employment Equity imperatives as defined by the Employment Equity Act, 1998 (Act No: 55 of 1998) and relevant Human Resources policies of the Department will be taken into consideration. Correspondence will be limited to short-listed candidates only. If you do not hear from us within two (2) months of this advertisement, please accept that your application has been unsuccessful. The department reserves the right not to fill these positions. Women and persons with disabilities are encouraged to apply and preference will be given to the EE Targets.

POST: DIRECTOR: SUPPLY CHAIN MANAGEMENT REF NO: 291021/01
BRANCH: CHIEF FINANCIAL MANAGEMENT (FINANCE MAIN ACCOUNT)
SALARY: R1 057 326 per annum (All-inclusive salary package) (Level 13)
CENTRE: Pretoria Head Office

REQUIREMENTS: A Bachelor's Degree in Commerce majoring in Supply Chain Management or Accounting NQF level 7 as recognized by SAQA. Five (5) years' experience in a middle management role in relation to Supply Chain Management within the Public Sector. Vast knowledge and experience in Supply Chain Management. Understanding the public-sector Supply Chain Management and related legislations would be an added advantage. Applicants must have an in-depth knowledge of all applicable financial legislation and regulations, including exposure to the Preferential Procurement Policy Framework Act (PPPFA), Preferential Procurement Regulations, Treasury Regulations, Broad-Based Black Economic Empowerment Act (BBBEEA), Modified Cash Standards (MCS) requirements and the Public Finance Management Act (PFMA). Knowledge and understanding of Government imperatives and priorities. Knowledge and understanding of the white paper on the transformation of public service delivery (Batho Pele). Proven experience in Supply Chain and Asset Management at a strategic and operational level, reviewing work, monthly and quarterly statutory reporting as well as preparing disclosure notes for annual financial statements and year-end audit schedules. Proven leadership, management, project management, communication, interpersonal, conflict resolution, analytical and financial management skills. Must be computer literate and be able to work under pressure.

DUTIES: To lead and manage the Supply Chain Management directorate. Provide strategic direction, leadership and management with regard to the Supply Chain Management in the department. Effective management of the directorate functions of Demand Management, Acquisition Management, Logistics, Contract Management and supply chain performance. To effectively guide and direct duties in respect of demand management. The demand management activities include the understanding of future needs, identifying critical delivery dates and frequency of needs, linking requirements to the budget, analysing expenditure based on past spend patterns and future needs, determining specifications, conducting commodity analysis and seeking alternatives at least in case of strategic sourcing, and conducting industry analysis. To effectively guide and direct duties in respect of acquisition management. Acquisition management activities include applying preferential policy objectives, determining market strategy, applying total cost

of ownership or life cycle costing principles, managing the bid process of the department. Tabling recommendations and obtaining approval for award of contracts, undertaking contract administration and gathering performance information. Other duties in respect of Logistics, preparation of financial and non-financial reports, managing the receiving and distribution of materials and inventories, expediting orders, supplier performance management, redundant materials management. Provide advisory service and establishment of functional Bid Committees. To guide and manage SCM committees' secretarial functions and ensure adequate record-keeping of associated documentation. Develop, manage and execute the key strategic objectives and business plan of the Supply Chain Management directorate. Ensure the necessary organizational capacity is created and managed for delivery on core operational requirements. Manage the performance of the unit to ensure quality service delivery and achievement of key strategic objectives. Interpret, understand and implement Supply Chain Management as contained in relevant legislation, regulations and MCS standards. Develop and implement relevant policies and procedures with respect to Supply Chain Management for the department. Develop and implement internal control procedures to ensure the effective functioning of the directorate and management of risk. Ensure sound contract management and compliance with contract conditions.

ENQUIRIES: Mr. F Moatshe, Tel No. (012) 336 7647

NOTE: Preference will be given to females and persons with disabilities.

APPLICATIONS: Pretoria (Head Office): Please email your application quoting the relevant reference number on the subjectline to Recruitment@dws.gov.za For Attention: Ms. LI Mabile