



NEWCASTLE MUNICIPALITY VACANCIES

CS33/2022

The following vacancies exist in the department as mentioned hereunder:-

DEPARTMENT: BUDGET & TREASURY OFFICE

Position	DIRECTOR : SUPPLY CHAIN MANAGEMENT : POST ID : BTO10
Remuneration	R810 552,74 per annum (Task Grade 17)
Qualifications	<ul style="list-style-type: none">• Matric (Grade 12) plus B.com Degree or any relevant qualification• Certificate in Municipal Finance Management
Experience	<ul style="list-style-type: none">• 5-6 years' experience of which at least three years must be a middle management level in the supply chain management environment.
Responsibilities	<ul style="list-style-type: none">• Demand Management.• Acquisition Management.• Logistics Management.• Disposal Management.• Risk Management.• Performance / Contract Management.• Advising and guiding the Chief Financial Officer, Municipal Manager, Strategic Executive Directors and / or committees on legislation to Supply Chain Management.• Directing and managing policy issues with the respective sections applicable to Supply Chain Management.• Develop, Implement and advise on a Supply Chain delivery framework and strategy, ensuring compliance with practices, processes and legislative requirements.• Establish and maintain strategic internal and external relationship inclusive of customers, service providers and relevant agencies and structures.• Provide overall direction in terms of programme management and implementation.• Ensure the integrity and effective administration of supply chain delivery processes.• Review and analyse the effectiveness of practices, processes and systems, identifying opportunities to improve on efficiencies.• Develop and manage Supply Chain Management processes, ensuring that procurement of goods and services remain in line with relevant policies and legislation.• Manage and monitor disposal practices and processes, ensuring compliance with relevant policies and legislation.• Oversee and facilitate the development, alignment and processes.• Lead and manage direct, indirect teams by providing context-setting programme standard and educating on process, quality and policy.• Promptly report any deviation of the Supply Chain Management policy from the guideline standard to the Chief Financial Officer would then report to the Municipal Council, National Treasury and the relevant provincial treasury.• Review the Supply Chain performance and make recommendations to improve the efficiency and effectiveness of the Supply Chain Management.

Detailed CV's can be placed in the box with the Security : Rates Hall, Tower Block, 1st Floor, Murchison Street, Private Bag X6621, NEWCASTLE, 2940. For further information you may contact the Acting SED : Budget & Treasury Office : Mr. MS Ndlovu at 034-328 7600

- Canvassing for appointment will automatically disqualify an applicant.
- If no reply to your application has been received within 60 days of the closing date, you should consider your application as being unsuccessful.
- The Directorate: Human Resources will not accept responsibility for information not mentioned in applications.
- **NO** late applications will be accepted.
- **NO** e-mails or faxes will be accepted.
- The Directorate: Human Resources will not be held responsible for lost applications unless proof of submission can be supplied.
- All applicants may be required to undergo a proficiency test.
- **NO** applications shall be considered without certified copies of the original documents of qualifications.
- The Newcastle Municipality adheres to the provisions as contained in the Employment Equity Act to ensure representatively through the process of affirmative action.
- It would be expected of candidates to be subjected to thorough evaluations and that previous and current employers and references will be contacted. Verifications will be done on his / her qualifications, criminal and credit records.
- Applicants must have no criminal record or pending criminal/departmental or civil cases. The candidate will be required to disclose all financial interest and will be subjected to competency assessment.
- Applicants will be subjected to a vetting process which will include security screening and fingerprint verification.
- Applicants should be a South African citizen or permanent resident.
- **SHOULD** the candidate be successful in the interview and thereafter decline the offer, such candidate will be liable for all costs incurred to have the position re-advertised.
- **The attached application form for employment must be completed in full, accurately, and legibly.**
- **All information relevant to a candidate must be provided on this form.**
- **Any additional information may be provided on the cv.**

CLOSING DATE : 18 NOVEMBER 2022