



forestry, fisheries
& the environment

Department:
Forestry, Fisheries and the Environment
REPUBLIC OF SOUTH AFRICA

Waste Bureau
SOUTH AFRICA

THE DEPARTMENT OF FORESTRY, FISHERIES AND THE ENVIRONMENT, IS ADVERTISING THE FOLLOWING POST ON BEHALF OF THE WASTE MANAGEMENT BUREAU. THESE ARE 2-YEARS CONTRACT POSTS. WASTE BUREAU IS AN ORGAN OF STATE ESTABLISHED TO BE SPECIALIST IMPLEMENTING AGENT THAT FACILITATES WASTE MINIMISATION AND RECYCLING.

Senior Supply Chain Management Specialist (WB 03 / 2022)

Salary: R 758 776.00 per annum (Total cost to company).

Centre: Pretoria.

Requirements:

- An appropriate recognised Bachelor's Degree in Supply Chain Management (SCM) or Public Administration/Management or equivalent relevant qualification (NQF Level 7).
- A minimum of three years' experience in the SCM field. Knowledge and experience of senior managerial supply chain management function.
- Experience in or an advanced knowledge of the provisions of the Public Finance Management Act (PFMA) and Treasury Regulations and associated provisions, regulations and norms and standards. Ability to develop, interpret and apply policies, strategies and legislation.
- Good stakeholder coordination and engagement, Sound research, knowledge management, change management, strategic capability and leadership, problem solving and analysis, people management and empowerment as well as programme and project management skills.

Duties:

- Manage contract administration and receipt of Service Level Agreements. Interpret, understand and implement Supply Chain Management as contained in relevant legislation and regulations.
- Advise on sound contract management principles.
- Manage the asset register and ensure verification of asset on an annual basis.
- Control assets (including disposal management). Implement relevant policies and procedures with respect to Supply Chain and Asset Management.

- Develop and implement internal control procedures to ensure the management of risk.
- Monitor procurement risk arising from contracts and asset disposals.
- Provide advisory services in determining the Bid evaluation criteria, compilation of bid documents, evaluation of Bids and recommendations.
- Provide a support service to the Senior Manager:
- Supply Chain Management.
- Liaise with relevant role-players in the environment regarding specific and transversal procurement matters.
- Ensure effective financial and human resources management.

Enquiries: Mr Mr Obed Baloyi, Tel: 012 399 9843

For attention: Ms Mokgadi Seketa Tel: 012 399 8629

Closing date: 03 June 2022.

- Application must be submitted to the Director-General, Department of Forestry, Fisheries and the Environment, Private Bag X447, Pretoria, 0001 or hand-delivered to: Environment House, ERF 1563 Arcadia Extension 6, Cnr Soutpansberg and Steve Biko Road, Arcadia, Pretoria. Application must be submitted on a [New signed Z83 form](#) obtainable from any Public Service Department and must be completed in full, also accompanied by copies of all relevant qualifications (Matric Certificate must also be attached), ID document, a valid Driver's License (attached documentation need not be certified, certification will be requested when required) together with the recent Curriculum Vitae in order to be considered.
- It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA).
- The National Department of Forestry, Fisheries and the Environment is an equal opportunity, affirmative action employer. Preference may be given to appointable applicants from the underrepresented designated groups in terms of the Department's equity plan. Persons with disabilities are encouraged to apply. Correspondence will be limited to successful candidates only.
- Short-listed candidates will be subjected to screening and security vetting to determine their suitability for employment, including but not limited to: Criminal records; Citizenship status; Credit worthiness; Previous employment (reference checks); and Qualification verification. Short-listed candidates will be expected to avail themselves at the Department's convenience.
- A pre-entry certificate obtained from National School of Government (NSG) is required for all SMS applicants. The course is available at the NSG under the name Certificate for entry into SMS and the full details can be obtained by following the below link: <https://www.thensg.gov.za/training-course/smspreentryprogramme/Shortlisted> candidates must provide proof of successful completion of the course. Furthermore, candidates shortlisted for the SMS post will be subjected to a technical exercise that intends to test relevant technical elements of the job. Following the interview and the technical exercise, the Selection Panel will recommend candidates to attend a generic managerial competency assessment in compliance with the DPSA Directive on the implementation of competency-based assessments. The person appointed to this position will be subjected to a security clearance, the signing of performance agreement and employment contract. The Department reserves the right not to make an appointment. If you have not been contacted within three 3 months after the closing date of the advertisement, please accept that your application was unsuccessful.