



UMASIPALA MTHONJANENI MUNICIPALITY MUNISIPALITEIT

Applications are invited from suitable qualified persons for the following position:

MANAGER: SUPPLY CHAIN MANAGEMENT

Salary notch **T15: R 370 894.32 – R 481 458.36** per annum plus normal benefits; plus a car allowance

ESSENTIAL REQUIREMENTS:

- Grade 12
- B Com Degree or National Diploma in Finance with Accounting or Supply Chain Management as a major subject from the recognized tertiary institution.
- 3 years relevant municipal finance management or supply chain management experience.
- Knowledge of MFMA and SCM regulations.
- Valid driver's licence

KEY PERFORMANCE AREAS

- Coordinate the implementation of procedures, systems and control associated with SCM.
- Serve and advise bid committees.
- Implementation of the demand and acquisition management in the SCM processes
- Ensure specification on quote/tender complies with specification on requisition/ tender advert
- Check requisition for accuracy and preparation of data input using personal computer and relevant documents.
- Calculate preference points and prepare orders as per SCM policy
- Liaise with Financial Services for purchase in excess of specified value.
- Manage and control the SCM unit
- Prepare and submit report relating to SCM to the CFO.
- Report on regular basis on the compliance to SCM policy

Further information can be obtained from the Human Resources office - Tel 035 450 2082, applications consisting of a comprehensive CV, covering letter and certified copies of qualifications and ID should be submitted to: **The Municipal Manager, Mthonjaneni Municipality, PO Box 11, Melmoth, 3835.**



P P SIBIVA
MUNICIPAL MANAGER

No e-mailed or faxed applications will be accepted.

Should you not be contacted within a period of thirty (30) days after the closing date, your application should be deemed to have been unsuccessful. Canvassing of councillors and management will result in the disqualification of the applicant.

CLOSING DATE: 07 JULY 2017