



INTERNAL AND EXTERNAL ADVERTISEMENT

Gauteng Enterprise Propeller (GEP) is a Provincial Government agency established under the auspices of the Department of Economic Development, to provide non-financial support; financial support; and co-ordinate stakeholders for the benefit of SMMEs in Gauteng

THE GEP INVITES INTERESTED AND SUITABLY QUALIFIED CANDIDATES TO APPLY FOR THE FOLLOWING POSITION:

MANAGER: SUPPLY CHAIN

Annual Total Package (R1 238 070.81 – 1 454 556.46) Negotiable

Purpose of position

To plan, develop, optimize, organize, manage and evaluate the supply chain processes within GEP.

Key Responsibilities:

- Negotiates prices and terms with suppliers / vendors.
- Monitors supplier performance to assess ability to meet quality and delivery requirements.
- Meets with suppliers to discuss performance metrics, to provide performance feedback or to discuss production forecasts / changes.
- Implements new or improved supply chain processes.
- Develops or implements procedures or systems to evaluate or select suppliers.
- Analyses information about supplier performance or procurement program success.
- Confers with supply chain planners to forecast demand or create supply plans that ensure availability of materials or products.
- Develops procedures for coordination of supply chain management with other functional areas such as sales, marketing, finance, production or quality assurance.
- Designs or implements supply chains that support business strategies adapted to changing market conditions, new business opportunities or cost reduction strategies.
- Evaluates and selects information or other technology solutions to improve tracking and reporting of materials or products distribution, storage, or inventory.
- Ensures the entity complies with SCM Policy and all SCM regulations to avoid UIFW expenditures.
- Submits SCM reports monthly to the office of CFO before 3rd business day of the following month

- Reports Deviations and Noncompliance timeously as per SCM regulation to AGSA and Treasury.
- Ensures that UIFW registers are accurate and complete thereby ensuring all expenditures are reported monthly and UIFW register indicate the status of each UIFW expenditures e.g. determination stage, investigation stage, receivable, condonation, write off.
- Manages relations with all stakeholders
- Sets annual performance objectives for employees.
- Develops action plans to address poor performance.

Minimum Requirements

- A Bachelor's degree in Supply Chain, Purchasing Management or relevant equivalent NQF7.
- Proven management Supply Chain experience in a Government or Parastatal environment is essential.
- Minimum 4-6 years' experience in Supply chain Management
- 1-2 Years Management Experience
- A valid Code EB driver's licence

Competencies (Knowledge, Skills and Attitudes)

- Risk Management
- Environmental Scan
- Relationship Management
- Planning
- Integrity
- Results driven
- Analytical

Suitable applicants must e-mail detailed, updated CVs to: **managerscm@gep.co.za**, with subject being the position applied for, by no later than **26 June 2024 at 17h00pm**.

GEP advocates for equal opportunities. Previously disadvantaged individuals and people with disabilities are encouraged to apply. Kindly note that full background checks will be done on successful candidates. Note that candidates who have not been contacted within 30 days of the closing date must consider their applications unsuccessful. GEP Reserves the right not to appoint for this position. For any enquiries, please contact Human Resource Unit on 011 0852001