



VACANCY

REFERENCE NR	:	VAC01362/21
JOB TITLE	:	Commodity Manager: Professional Services & Travel
JOB LEVEL	:	D1
SALARY	:	R 462,019 – R 770,031
REPORT TO	:	Senior Category Manager: Corporate Commodities
DIVISION	:	Supply Chain Management
Department	:	Tactical Strategic Sourcing
LOCATION	:	SITA Erasmuskloof
POSITION STATUS	:	Fixed term contract - 6 months (Internal/External)

Purpose of the job

Execute category and commodity specific strategies for Professional Services & Travel with emphasis on leveraging economies of scale whilst managing total costs of ownership to achieve cost, operational and transformational objectives, within prescribed governance frameworks.

Key Responsibility Areas

- Manage and execute commodity sourcing strategies, processes and administration activities for Professional Services & Travel , in order to deliver fast and efficient tender turnaround times as well as achieve business operational efficiencies;
- Execute fact based negotiation strategies and tactics as well as support supplier selection processes so as to enhance defined value propositions for Professional Services & Travel;
- Manage customer/ supplier/internal stakeholder relationships to ensure supply chain stability, monitor and drive governance, contract compliance and performance;
- Manage resources (i.e. budget/finances, assets and human capital) within the business unit to ensure efficient operations;
- Execute the implementation of strategies for the promotion of the Procurement transformation agenda (B-BBEE, SMME, Local content, Black equity/ownership, industrialisation/manufacturing skills development, black youth, people living with disabilities, and black women) in order to develop the indigenous ICT sector and related industries;
- Execute and report on Professional Services & Travel related risks, exposures and trends;

Qualifications and Experience

Minimum: 3 year National Higher Diploma / National First Degree in Commerce/ Engineering/ IT /Supply Chain /Logistics/Law; or the NQF Equivalent.

Registration with a Procurement and Supply Chain Management professional body (e.g. CIPS) will be an added advantage.

Experience: A minimum of 5-6 Years in Procurement and Supply Chain Management of which 3 years must have been in a Commodity Sourcing role.

- Demonstrable management capability required.

Technical Competencies Description

Knowledge of: Procurement and supply chain best practices; SCM/Procurement processes and procedures; Supply market research; Commodity sourcing methodologies; Data and spend analysis; Execution of sourcing strategies and processes; Fact based Negotiations strategy execution;

Financial management and cost analysis; Supply Chain analysis; Risk management; Legal aspects for Procurement; Supplier relationship management; and Development of commercial value propositions.

Skills: Planning and organizing; Financial management; Project management; Integrated change and transformation management; Strategic thinking; Co-ordination of cross-functional teams (CFTs); Total Cost of Ownership development; Strong analytical skills; Problem solving skills; Development of KPI's for suppliers; Savings tracking methodologies and reporting; Business acumen; Strong stakeholder management and Report writing.

Other Special Requirements

N/A.

How to apply

Kindly send your CV to Sophia.recruitment@sita.co.za

Closing Date: 21 May 2020

Disclaimer

SITA is Employment Equity employer and this position will be filled based on Employment Equity Plan. Correspondence will be limited to short listed candidates only.

- If you do not hear from us within two months of the closing date, please regard your application as unsuccessful.
- Applications received after the closing date will not be considered. Please clearly indicate the reference number of the position you are applying for.
- It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA).
- Only candidates who meet the requirements should apply.
- SITA reserves a right not to make an appointment.
- Appointment is subject to getting a positive security clearance, the signing of a balance score card contract, verification of the applicants documents (Qualifications), and reference checking.
- Correspondence will be entered to with shortlisted candidates only.
- CV's from Recruitment Agencies will not be accepted