



**VACANCY  
RE-ADVERTISEMENT**

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|------------------------|----------|---|
| <b>REFERENCE NR</b>    | <b>:</b> | <b>VAC01159</b>   |
| <b>JOB TITLE</b>       | <b>:</b> | <b>Manager: Corporate Commodities</b>                           |
| <b>JOB LEVEL</b>       | <b>:</b> | <b>D1</b>   |
| <b>SALARY</b>          | <b>:</b> | <b>R 531 759 – R 797 639</b>                                    |
| <b>REPORT TO</b>       | <b>:</b> | <b>Senior Manager Strategic Procurement</b>                     |
| <b>DIVISION</b>        | <b>:</b> | <b>Tactical and Basic Sourcing</b>                              |
| <b>Department</b>      | <b>:</b> | <b>Supply Chain Management</b>                                  |
| <b>LOCATION</b>        | <b>:</b> | <b>SITA Erasmuskloof</b>  |
| <b>POSITION STATUS</b> | <b>:</b> | <b>06 months -Fixed term contract (Internal &amp; External)</b> |

**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:** Bachelors degree in: Commerce/ Engineering/ IT /Supply Chain /Logistics/Law.

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

**Experience :** A minimum of 5 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 Development of commercial value propositions.

**Skills:** Business Development, Business Writing, Customer Relationship Management, Supply Chain Management. **Leadership Competencies:** Customer Experience, Honesty, Integrity and Fairness, Planning and Organising, Creative Problem Solving, Decision-making.

## Other Special Requirements

N/A

## How to apply

Kindly send your CV to: [Puleng.recruitment@sita.co.za](mailto:Puleng.recruitment@sita.co.za)

**Closing Date: 27 September 2021**

## Disclaimer

SITA is an Employment Equity employer and this position will be filled based on Employment Equity Plan. Correspondence will be limited to short listed candidates only. Preference will be given to members of designated groups.

- 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 applicant`s documents (Qualifications), and reference checking.
- Correspondence will be entered to with shortlisted candidates only.
- CV`s from Recruitment Agencies will not be considered.
- CV`s sent to incorrect email address will not be considered