



## VACANCY

### RE-ADVERTISEMENT

REFERENCE NR	:	RE-VAC05802
JOB TITLE	:	Head of Department: Demand Management
JOB LEVEL	:	E2
SALARY	:	R 994,664.40 - R 1,657,774.00
REPORT	:	Chief Procurement Officer
DIVISION	:	Supply Chain Management
Department	:	Demand Management
LOCATION	:	Erasmuskloof, Pretoria
POSITION STATUS	:	Fixed Term Contract - 24 Months (Internal & External)

#### Purpose of the job

To lead, and provide strategic direction to ensure an efficient and service-oriented Demand Management function that directs all government spend for ICT goods and services through cutting edge spend analytics, market intelligence and efficient and effective contract management processes, policies and acquisition frameworks that leverages on cost excellence and customer satisfaction with Procurement service delivery.

#### Key Responsibility Areas

Lead an effective Demand planning function by organising cross-functional efforts to reduce costs, standardize components, and adapt new supplier technologies;

Lead an effective Demand management function to regulate procurement of goods and services;

Lead an effective Contract Management function in order to leverage on economies of scale and cost effective procurement and to provide value for money to clients;

Develop and Implement effective commodity sourcing strategies in support of the client requirements and SITA ICT Operations Strategic Plan;

Lead the implementation of commodity sourcing strategies across multiple business units;

Lead the effective management of Procurement Enterprise Risk Management;

Work closely with SITA ICT operations facilities to achieve operational objectives – cost, quality, delivery, and asset management;

To oversee the process to select and manage suppliers;

Manage resources (i.e. budget/finances, asset) within the Unit in order to ensure the efficient operation of unit;

Manage human resources in order to ensure the efficient operation of the department; and

Monitor, report and analyse risk, legal and compliance management processes, exposures and trends.

#### Qualifications and Experience

**Minimum:** Bachelors Degree Honours: Commerce/Engineering/IT/ or Quantity Survey. Registration with a Procurement and Supply Chain Management professional body (e.g. CIPS) will be an added advantage. MBA/MBL and added advantage.

**Experience: 8-10+ years** in Procurement / Supply Chain Management role in a transformational position including exposure to the following:

Strategic Procurement and Supply Chain Management; Strategic Leadership (Managing a complex business/organization successfully); Strategic Financial Management; Strategic Contract Management; Business and Supply Intelligence Analytics; Strategic People Management/ Development; (Whole of GOVTECHSOURCE).

8-10+ years' experience within the Supply Chain Management and/or Procurement environment, experience as a Senior Manager in Private/Public Sector organisation. **Knowledge and understanding of:** Supply Chain Management legislation, policies, processes and procedures; Procurement and Supply Chain best practices; Supply Chain management within the public sector.

**Expertise in:** Contract management and purchasing; Demand planning and demand management; Commodity and Strategic Sourcing; Tender administration and management.

#### Technical Competencies Description

**Knowledge of:** Procurement and supply chain best practices; Deep understanding of procurement processes and different contract types; Forecasting knowledge; Demand management; Internal and external stakeholders relationship management; Public Finance Management Act; Preferential Procurement Policy Framework Act; Black Economic Empowerment; Broad Black Based Economic Empowerment; Treasury Regulations; Basic knowledge of ICT.

**Skills:** Planning and organizing; Financial management; Strong people and leadership management skills; Excellent Communication skills; Strong networking, consultation and negotiation skills; Integrated change and transformation management; Interpersonal skills and conflict management; Project management; Computer literacy; Collaboration and team player; Conflict management; Strong analytical skills; Problem solving skills; Strategic thinking.

#### Other Special Requirements

The incumbent will be required to undertake travelling to SITA offices country-wide, client sites and supplier's offices.

#### How to apply

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

**Closing Date: 30 January 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