



## VACANCY

REFERENCE NR : VAC07944  
JOB TITLE : Senior Manager Sourcing (Transversal & Infrastructure)  
JOB LEVEL : D4  
SALARY : R 669,832.12 - R1,116,386.86  
REPORT TO : Head of Department: Basic Sourcing  
DIVISION : Supply Chain Management  
DEPT : Strategic Sourcing  
LOCATION : SITA Erasmuskloof, Pretoria  
POSITION STATUS : Fixed Term contract- 24 Months (Internal/External)

### Purpose of the job

To manage and implement effective sourcing methodologies and strategies for government Transversal contracts and physical infrastructure with the aim of reducing costs, reducing risk and rationalisation of customer spending.

### Key Responsibility Areas

Develop and implement strategies sourcing, processes, procedures and tools for sourcing transversal and complex once-off infrastructure projects, departmental systems that will ensure sourcing best practices;  
Manage, execute and report sourcing strategies, processes and activities for identified Transversal and other project requirements in order to achieve business operational efficiencies;  
Develop and execute fact based negotiation strategies and tactics to enhance defined value propositions;  
Manage resources (i.e. budget/finances, assets and human capital) within the business unit to ensure efficient operations;  
Manage human resources in order to ensure the efficient operation of the business unit;  
Develop, submit and provide quality assurance for submissions required within the strategic sourcing function;  
Manage, monitor, analyse and report on strategic sourcing related risks, exposures and trends;  
Drive the execution of strategies for the promotion of transformation agenda (B-BBEE, SMME, Local content, equity/ownership, industrialisation/manufacturing, skills development, black youth, people living with disabilities, and black women) in order to develop the indigenous ICT sector; and  
Contribute towards building strong, value-adding relationships with suppliers, internal customers, and cross-functional departments.

### Qualifications and Experience

**Minimum:** Bachelor's degree: Commerce/ Engineering/ IT /Supply Chain /Logistics/Law; or NQF Equivalent. Registration with a Procurement and Supply Chain Management professional body e.g. MCIPS and/or a Masters degree will serve as an added advantage.

**Experience:** 8 Years in Procurement and/or Supply Chain Management of which a minimum of 4 years must have been in a Management role; Sourcing experience in a Projects environment would be an added advantage. 2 years' experience in Public Sector Procurement with exposure to the following would be an added advantage:

- Public Finance Management Act
- Preferential Procurement Policy Framework Act
- Broad Based Black Economic Empowerment Codes and Regulations
- Treasury Regulations.

## Technical Competencies Description

**Knowledge of:** Procurement and supply chain best practices; SCM/Procurement processes, procedures and transaction systems; Commodity knowledge, preferably in the Information Technology space including and not limited to hardware, licensing, software, consumables and outside services; General understanding of IT strategy, IT planning, IT services, IT solutions, IT capabilities and IT project lifecycle; Implement strategies to attain an effective and efficient capital procurement value chain; Understanding of project management principles; Supply market research; Strategic sourcing methodologies; Data and spend analysis; Strategy development and implementation; Running of sourcing processes; Fact based negotiations strategy development and implementation; Financial management and cost analysis; Supply Value Chain analysis; Risk management; Legal aspects for Procurement; Supplier relationship management; Project Sourcing.

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

## Other Special Requirements

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

## How to apply

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

**Closing Date: 05 September 2019**

## 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 applicants documents (Qualifications), and reference checking.
- Correspondence will be entered to with shortlisted candidates only.
- CV's from Recruitment Agencies will not be considered.