



## VACANCY

<b>REFERENCE NR</b>	:	<b>VAC02193/21</b>
<b>JOB TITLE</b>	:	<b>Senior Manager: Panels and Transversal Contracts</b>
<b>JOB LEVEL</b>	:	<b>D4</b>
<b>SALARY</b>	:	<b>R 669 832 – R 1 116 387</b>
<b>REPORT TO</b>	:	<b>Head of Department: Contract Management</b>
<b>DIVISION</b>	:	<b>Supply Chain Management</b>
<b>DEPT</b>	:	<b>Contract Management</b>
<b>LOCATION</b>	:	<b>SITA Erasmuskloof</b>
<b>POSITION STATUS</b>	:	<b>Permanent (Internal &amp; External)</b>

### Purpose of the job

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

### Key Responsibility Areas

- Develop and implement strategic sourcing strategies, processes, procedures and tools for sourcing transversal and panel contracts that will ensure sourcing best practices;
- Manage and execute sourcing strategies, processes and activities for identified Transversal and other panel contract requirements in order to achieve business operational efficiencies;
- Manage 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, monitor, analyse and report on Transversal and Panel sourcing related risks, exposures and trends;
- Drive the execution of strategies for the promotion of the transformation agenda (B-BBEE, SMME, Local content, equity/ownership, industrialisation/manufacturing, skills development, black youth, people 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

**Required Qualification:** 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 an Honours 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 would be an added advantage, with exposure to the following: Public Finance Management Act; Preferential Procurement Policy Framework Act; Broad Based Black Economic Empowerment Codes and Regulations; and Treasury Regulations.

### Technical Competencies Description

**Knowledge:** 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, softwares, 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; and 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 development; Strong analytical skills; Problem solving skills; Development of KPI's for suppliers; Savings tracking methodologies 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

Internal candidates must apply using this email address: [Lindi.internalrecruitment@sita.co.za](mailto:Lindi.internalrecruitment@sita.co.za)

External candidates must apply using this email address: [Lindi.recruitment@sita.co.za](mailto:Lindi.recruitment@sita.co.za)

**Closing Date: 05 March 2021**

### 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; and
- CV's sent to incorrect email address will not be considered.