



VACANCY

REFERENCE NR	:	VRM_09_2018
JOB TITLE	:	Vendor Relationship Manager X1
JOB LEVEL	:	D5
SALARY	:	R 803,818.36 - R1, 339,697.26
REPORT TO	:	HOD Product Reseller
DIVISION	:	Finance
DEPT	:	Vendor Management Office
LOCATION	:	SITA Erasmuskloof
POSITION STATUS	:	Fixed Term Contract 24 months (Internal/External)

Purpose of the job

To manage the relationship, governance, performance and compliance of selected strategic Original Equipment Manufacturers (OEM's) that supply ICT Products and Services to all of Government. The role includes market intelligence, contract negotiation and vendor risk management. The objective of the role is to derive maximum value from the OEM for government.

Key Responsibility Areas

Develop, administer and facilitate implementation of vendor relationship management governance framework for selected strategic original equipment manufacturers that supply ICT Products and Services to all of Government. Execute vendor relationship management functions including contract negotiation, vendor risk management and act as the key driver owning the OEM partnership as per the vendor framework agreement and the governance model; Monitor and report on the performance of selected vendors to ensure delivery in line with contractual obligations and performance metrics; Liaise with supply chain management to drive efficient procurement models of OEM products; Conduct market intelligence analysis in order to derive maximum value from the OEM for government;

Qualifications and Experience

Minimum: Degree in ICT, Business Management, Commerce, Marketing, Communication or Business Admin.

A post graduate qualification will be an added advantage

Experience: IT Professional with at least **9+** years experience in the ICT Industry working in OEM, Distribution and/or Client environments which should include:

- 5+ years' experience with client and vendor relationship management
- 5+ years' experience selling and supporting products, services and solutions

Technical Competencies Description

Knowledge of: the telecoms industry; Thorough knowledge of ICT Products; Understanding of OEM, Reseller and Distribution models; Good understanding of the process to translate OEM offerings into business solutions; Solid knowledge of accounting and financial aspects of vendor management; Marketing Concepts and methodologies; People Management; ICT governance; Knowledge of current community challenges and opportunities relating to the mission of the organisation; Knowledge and understanding of Government priorities; OEM Vendor knowledge and Vendor Management.

Skills: Policy development, review and implementation; Contract negotiation and influencing; Good organizational skill and structured approach; Strong leadership and communication skills Good project management skills; Good presentation skills; Excellent Interpersonal skills with the ability to collaborate and build mutually beneficial relationships; Strong creative, strategic, analytical, organizational and personal sales skills; Client Relationships; Facilitation and presentation skills; Collaboration and problem solving; Results orientation; Persuasiveness, assertiveness ,self-motivator and self starter.

Other Special Requirements

The job incumbent will be required to engage widely with stakeholders and should have/be:

- Ability to negotiate and collaborate with vendors at many different levels An energetic, forward-thinking and creative individual with high ethical standards and professionalism.
- Ability to interact professionally in a fast-paced environment with diverse group of executives, managers, and subject matter experts.
- Ability to complete quantitative and qualitative research
- Ability to compare actual performance with potential performance and communicate with business partners
- Ability to work in a team environment to complete tasks and special projects
- Comprehensive understanding of identifying client needs.
- Reliable and dependable
- Policy and Procedure driven
- Ability to build and maintain trust with all levels of staff
- Ability to operate in a highly pressurised and dynamic environment
- Ability to think comprehensively and strategically, and motivate change in a complex organization.
- Ability to work to tight deadlines
- A problem solver ..

How to apply

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

Closing Date: 27 September 2018

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.**