

## **ADVERTISEMENT**

### **MANAGER: SUPPLY CHAIN MANAGEMENT AND LOGISTICS** **Salary Range R 874 933 - R 1 029 233 (All inclusive)**

#### **OVERVIEW OF THE ORGANISATION**

The NMISA is a Type 3A Public Entity established in accordance with the Measurement Unit and Measurement Standards Act, No. 18 of 2006 (the Act). The NMISA is mandated by the Act to provide for the use of the international system of units (the SI) and other measurement units in South Africa, to maintain national measurement standards (NMS) and to determine and ensure the comparability of the NMS. More information can be obtained from [www.nmisa.org](http://www.nmisa.org)

#### **PURPOSE OF THE ROLE**

To participate in long-term strategic planning and managing of the SCM Section, thereby improving Supply Chain management processes to support the organisation in achieving the strategic targets and objectives.

#### **DUTIES AND RESPONSIBILITIES**

- Implementing and contributing to the development and review of strategic goals and service delivery of the SCM section and budget implementation plan
- Develop supplier performance and contract management strategy, processes, procedures and management reporting requirements
- Manage the implementation and enforcement of the supply chain management policy and systems throughout the organisation to ensure supply chain management that is fair, transparent, competitive and cost effective
- Management and direction of the logistics and goods receiving functions, ensuring that, artifacts delivered, allocated and received from the correct labs in a timeous and efficient manner
- Implement supply chain management system(s) to support the implementation of demand planning, acquisition, logistics, risk and performance management system within the supply chain management section
- Monitoring and advising the chief financial officer of changes that may affect the working capital/ budget or operations including resource allocations and demand, logistics and acquisition management
- Implement and support good governance related to supply chain management throughout the organisation
- Develop, manage and contribute to the timely preparation, submission, and publication of statutory reports, particularly those related to supply chain management
- Implementing the risk management and fraud prevention plan within SCM
- Provide support for audits and ensuring access to all relevant information of the entity to enable auditors to perform their functions
- Review and analysis of audit reports, providing management responses in this regard and taking appropriate action
- Human Resource management and continuous development

#### **MINIMUM QUALIFICATIONS, SKILLS AND EXPERIENCE**

- Relevant honours/ postgraduate (NQF level 8) qualification in Supply Chain Management or related field
- 5-6 year's relevant experience in Supply Chain Management with experience at the management level of the organisation.
- Advance knowledge of managing all aspects of the SCM process (i.e., demand management, procurements/sourcing, contract management, logistics etc.)
- Experience in managing a team with a proven track record in achieving targets and developing people
- Should have a proven track record of achieving strategic goals or targets
- Advance working knowledge of the public service regulatory framework (PFMA, PPPFA, TR, BBBEE. King IV reporting etc.)

- Advanced/Comprehensive knowledge of procurement policies, and procedures, services level agreement framework, and contract management principles
- Efficient/ competent in managing Bids - Quotation and Tender processes
- Knowledge of the best procurement practices, industry trends including sourcing strategies and different mechanisms of procurement
- Basic knowledge of scientific industry trends and the best practices per commodity group
- The incumbent must demonstrate the following skills:
  - Change Management, Compliance and Risk Management
  - Budgeting and Reporting skills
  - Audit and assurance
  - Tactical focus (what needs to be done now to achieve the strategic goal)
  - Persuasiveness and the ability to impact others
  - People Management, delegation and supervisory skills
  - Project management, Planning and Organising skills and bench marking skills
  - Analytical and problem-solving skills
  - Decision making skill
  - Effective verbal written communications, presentation and listening communications skills
  - Computer skills at a highly proficient level
  - Time management skill

The ideal candidate will be self-driven, an analytical thinker, fast learner, who is persistent, accountable, honest, persuasive, with attention to detail, acts with integrity, and has the ability to lead people, projects and take on responsibilities and challenges in line with, and committed to the goals and success of NMISA.

**Please note:**

The NMISA subscribes to and applies the principles prescribed by the Employment Equity Act. Preference will be given to candidates who meet the requirements and who will add to the cultural and gender diversity of the organisation.

**Interested and suitably qualified persons may forward all supporting documentation required (updated CV, certified educational qualifications and certified ID.) when applying for the position email NMISA Human Resource at [careers@nmisa.org](mailto:careers@nmisa.org) Only candidates with all supporting documents will be considered for the position. Clearly indicate which position you are applying for.**

Closing date for applications: **07 February 2025**

People with disabilities are encouraged to apply.

Correspondence will be limited to short-listed candidates only. National Metrology Institute of South Africa reserves the right not to appoint. By applying for this position at the NMISA, the applicant understands, consents, and agrees that the NMISA may solicit a credit and criminal report from a registered credit bureau and/or the relevant authority in relation to the position that require trust and honesty and/or entails the handling of cash or finances and may also verify the applicant's educational qualifications and employment history. You voluntarily give NMISA consent to process your personal information and all the applications will be processed in accordance with the Protection of Personal Information Act 4 of 2013 (POPIA).