



Job Advert

Position: Supply Chain Manager

Programme: Administration

Division: Office of the CFO

Location: SANDTON

Period: Permanent

1. Background of Programme

The Supply Chain Manager coordinates, organizes, oversees, and manages all aspects of the organization's supply chain management and operations, including procurement, vendor relations, logistics and distribution. Develops and implements plans for managing supply chain processes for all operations. Oversees demand forecasting, supply planning, and procurement to ensure resource requirements are satisfied. Communicates with executives regarding business needs to secure resources needed to satisfy customer demands and ensure delivery and/or implementation. Collaborates with other departments, such as Operations and Finance, to ensure SANEDI supply chain and logistics operations function properly. Recommends and introduces improvements to procurement processes.



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2. Qualifications & Minimum Requirements

- Degree in Supply Chain Management, Logistics, or similar field.
- At least eight years work experience as a Supply Chain Manager or in a similar field.
- At least 10 years work experience in management principles in resource allocation, strategic planning, management and leadership.
- Master's degree in Supply Chain Management or MBA will be an added advantage.
- Excellent knowledge of and experience with supply chain processes in the public and private sector.
- Excellent Knowledge of and experience with CIBD procurement requirements.
- Working experience of relevant software or other similar software applications (e.g., Dynamics)
- Excellent knowledge of and experience with engineering/project management environment required.
- Experience with working with Donor Agencies required and understanding of procurement requirements of donor agencies.
- At least five years working experience working with other departments to identify, resolve system and procedural weaknesses within the SCM environment.
- Obtained industry-recognised certification such as the Association for Supply Chain Management (APICS) or Certified Supply Chain Professional (CSCP) or Institute of Supply Management (ISM) or Certified Professional in Supply Management (CPSM) or SCPro Council of Supply Chain Management Professionals (CSCMP) will be an added advantage.

3. Knowledge & Technical Skills Required

- Excellent knowledge of Supply Chain processes
- Ability to handle multiple tasks simultaneously, maintain focus, and adapt to a variety of challenges.
- Ability to conduct detailed and complex procedures in a time constrained environment
- Strong sense of time organization and urgency
- Understanding of research environment/engineering environment will be



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advantageous

- Excellent knowledge of supply chain processes in the public and private sector.
- Working experience of relevant software or other similar software applications (e.g., Dynamics)
- Exposure to engineering/ project management environment required.
- Experience with working with Donor Agencies required and understanding of procurement requirements of donor agencies.
- Ability to lead procurement processes using specific procurement methods and to analyse procurement and supply chain service requirements.
- Demonstrates integrity by modelling the SANEDI values and ethical standards
- Good understanding of SANEDI business, operational environment and its clients as well as the SANEDI mandate
- Strong analytical skills
- Focuses on impact and result for the client and responds positively to feedback.
- Leads teams effectively and shows conflict resolution skills
- Consistently approaches work with energy and a positive, constructive attitude
- Builds strong relationships with internal and external clients.
- Remains calm, in control and good humoured even under pressure
- Demonstrates openness to change and ability to manage complexities
- Ability to advocate and provide policy advice.
- Ability to promote integrity and business ethics; demonstrate mature judgment, trust and open communication; ability to ensure effective teamwork, collaborative behaviour and team spirit
- Ability to develop collaborative and harmonious relationship with external partners and clients at the senior level and all other levels.
- Excellent communication and negotiation skills to persuade and influence others.



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- Ability to multi-task and prioritize work schedules
- Extensive PFMA knowledge
- Strong communication skills
- Excellent organizational and project management skills
- Attention to detail
- Creative problem-solving
- A strategic and analytical mind

4. Responsibilities of the role

4.1 Strategic Management

4.2 Operations Management

4.3 Stakeholder Management

4.4 Procurement and Supply Chain Management

4.5 Contracts Administration and Management

4.6 Training and Development

4.7 Governance, Risk Management and Management Reporting

4.8 Quality Management

4.9 People Management

4.10 Reporting

Please email a detailed CV to: scmmanager@sanedi.org.za

The closing date for this position is: **23 June 2024**

Should you not hear from SANEDI within 30 days after closing date of this advert, please consider your application unsuccessful.

Disclaimer: Eligible candidates from different races and creed under the age of 65 are encouraged to Apply, All applications will be subject to SANEDI recruitment policies.