



<b>POST</b>	<b>: SENIOR CONSULTANT: SUPPLY CHAIN MANAGEMENT</b>
<b>JOB LEVEL</b>	<b>: CU</b>
<b>REGION</b>	<b>: EASTERN CAPE</b>
<b>LOCATION</b>	<b>: EAST LONDON</b>
<b>DURATION</b>	<b>: PERMANENT</b>
<b>PORTFOLIO</b>	<b>: PROGRAMME MANAGEMENT SERVICES UNIT</b>
<b>PURPOSE</b>	:To administer and provide technical support in the Supply Chain Management function in order to ensure efficient acquisition of goods and services in support of the organisational objectives.
<b>REPORTING</b>	<b>: ADMIN AND FINANCE MANAGER</b>
<b>REQUIREMENTS</b>	:Minimum of a Bachelor's degree in Supply Chain Management, Finance, Purchasing Management and /or related fields. A certificate of competence in an accredited SCM training programme from a credible institution will be an added advantage. Minimum of 6 years relevant work experience of which 3 years were in Procurement and Purchasing Management. <b>Competencies:</b> Procurement management; Tender administration; Records management; Monitoring and appraisal; Costing and financial management; People management; Sound knowledge of PFMA, Treasury SCM regulations, CIDB regulations and Report writing. <b>Skills:</b> Conceptual skills; Interpersonal Skills; Communication Skills; Problem solving Skills; Analytical Skills; Information sharing and Negotiation skills
<b>DUTIES</b>	:Demand Management; Procurement and purchasing management; Tender Administration; Vendor Management and General SCM administration

**Enquiries****: Queen Malema** at (012) 845 2120

---

The Independent Development Trust is an equal opportunity and affirmative action employer. Preference will be given to candidates whose appointment will enhance the gender and racial representivity of the organisation, in accordance with its equity plan.

Applications must be accompanied by an up-to-date curriculum vitae (including two contactable referees) as well as recently certified copies of all qualifications and the applicant's identity document.

To apply, please forward all CVs to [jobs64@idt.org.za](mailto:jobs64@idt.org.za). Any questions about the application process may be directed to (012) 845 2000.

**Note:** Confirmation of appointment will be subject to the applicant undergoing verifications check and confirmation of the applicant's qualifications. It is the responsibility of applicants to have any foreign qualifications verified by the South African Qualifications Authority. The IDT will respond only to shortlisted candidates, who will be interviewed on a date and at a time specified by the IDT. The IDT reserves the right not to appoint anyone to the above post, and to withdraw them, readvertise them or fill them by way of transfer or deployment if this is considered in the interests of service delivery.

**Note: *The IDT reserves the right to place the candidate in a location and or project based on the business and operational requirements.*** Confirmation of appointment will be subject to the applicant undergoing verifications check and confirmation of the applicant's qualifications. It is the responsibility of applicants to have any foreign qualifications verified by the South African Qualifications Authority. The IDT will respond only to shortlisted candidates, who will be interviewed on a date and at a time specified by the IDT. The IDT reserves the right not to appoint anyone to the above post, and to withdraw them, re-advertise them or fill them by way of transfer or deployment if this is considered in the interests of service delivery.

**The closing date is 11 June 2023.**