

JOB TITLE GENERAL MANAGER: STRATEGIC SOURCING, E2
REPORTS TO CHIEF FINANCIAL OFFICER
LOCATION HEAD OFFICE – PRETORIA
POSITION STATUS FIXED TERM CONTRACT FOR 6 MONTHS

Purpose of the Job

Responsible for the strategic development and implementation of efficient procurement strategies and plans to maximise value for money and achieve Postbank legislation compliance through the support and development of best practice across the organisation.

Job Responsibilities

- Develop, communicate, and manage the implementation of a procurement strategy and plan that is aligned to Postbank's Variation Notice project.
- Developing and implementing efficient sourcing and category management strategies while innovating these strategies and optimizing sourcing procedures to attain maximum efficiency.
- Identifying and exploring lucrative sourcing opportunities through industry research and networking.
- Lead the development and implementation of procurement policies and system strategies to support procurement, contracts management, spend analytics and supplier performance management.
- Analysing and calculating costs of procurement and suggest methods to decrease expenditure.
- Track and report key functional metrics aimed at reducing expenses and improving effectiveness.
- Manage procurement governance across for the project and ensure policy compliance.
- Ensure that all regulatory and legislative compliance responsibilities of Postbank in respect of procurement are met and timely discharged.
- Establish and lead a procurement team with required competencies and assign responsibilities to ensure effective task authorisation protocols are in place.
- Develop, communicate, and administer procurement team performance and development plans and appraisals.
- Serve as the project's primary contact for procurement related questions, training, policy and procedure interpretation and alignment by all departments.
- Responsible for the sourcing and guiding the management of strategic supply contracts on behalf of Postbank.
- Determine quantity and timing of deliveries and estimate risks and apply risk minimizing techniques.
- Develop excellent and effective collaborative relationships with key stakeholders and external providers and other agencies to ensure strategic and operational needs are fully understood and incorporated.
- Lead the presentation of procurement related submissions through the governance structures of Postbank.
- Oversee effective management of supplier payments and query management process.

Qualifications, Knowledge and Experience

Qualifications:

- At least a bachelor's degree in supply chain management/logistics. Bachelor's degree Honours/ master's degree in supply chain management preferred.

Experience:

- At least 10 years in a strategic sourcing role, of which at least 7 years' experience at Senior management level.
- 10 years banking experience will be an added advantage.

Knowledge and understanding of:

- In-depth knowledge of sourcing and procurement principles and best practices.
- Detailed knowledge of PFMA, PPPFA and B-BBEE Act, supplier, and contract management.
- Experience of procurement installation and use of procurement systems.
- Experience of tendering and managing high value contracts.
- Experience in collecting and analysing data.

Skills and attributes

- Excellent communication and influencing skills including negotiating and contracting. Experience of developing and managing procurement staff. Good level networking and liaison skills and the provide ability to meet deadlines and targets. Good teamwork skills actively involve colleagues across the business, builds the benefits of collaborative working. Firsthand experience in

negotiations and the management of contracts and suppliers. Must be able to reduce cost and avoid unnecessary cost while implementing strategic sourcing initiatives.

- High level of emotional intelligence, Business Acumen, Adaptability to change, Effective Communication, Learning Agility, Initiative, Creativity, and Innovation, Critical Thinking, Cross Cultural Awareness and sensitivity, Decision Making, Knowledge Management, Managing and developing others, Relationship Building, Resilience, Strategic Thinking, Customer and Client Orientation, Ability to work under pressure.

How to Apply

If you wish to apply and meet the requirements, please forward your Curriculum Vitae (CV) to RecruitmentSN@Postbank.co.za. Please indicate in the subject line the position you are applying for. To view the full position specification, log on to www.postbank.co.za and click on Careers.

Closing Date

30 October 2024

Disclaimers

The South African Postbank SOC Limited is committed to the achievement and maintenance of diversity and equity in employment, especially with regard to race, gender and disability. In compliance with the banks employment equity plans, first preference will be given to candidates from designated groups. Correspondence will be limited to short listed candidates only.

Note, only applications received on this platform will be considered. "POPIA sections provides that everyone has the right to privacy and it includes a right to protection against the unlawful collection, retention, dissemination and use of personal information. By applying for employment you consent to the processing of your personal information with Postbank. Your personal information and any attached text or documentation are retained by Postbank for a period in accordance with relevant data legislation."

If you do not hear from the South African Postbank SOC Limited or its Agent within 3 months of this advertisement, please accept that your application has been unsuccessful. The South African Postbank SOC Limited reserves the right not to fill the positions or to re-advertise the positions at any time.