



FREE STATE PROVINCE

# FREE STATE PROVINCIAL GOVERNMENT

*The Free State Provincial Government is an equal opportunity affirmative action employer. It is our intention to promote representativity (race, gender and disability) in the Province through the filling of this post and candidates whose appointment/promotion/transfer will promote representativity will receive preference.*



## DEPARTMENT OF TREASURY

**Directions to applicants** Applications must be submitted on form Z.83, obtainable from any Public Service Department and must be accompanied by certified copies of qualifications (**a transcript of results must be attached or subjects should be mentioned in the CV**), driver's license, identity document and a C.V. (Separate application for every vacancy). Applicants are requested to complete the Z83 form properly and in full. The reference number of the advertised post should be stated on the Z.83. Candidates who apply for posts on salary level 9 to 12 will also be subjected to a practical test. Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their applications are posted, hand delivered or e-mailed timeously. Candidates who possess foreign qualifications and/or short courses certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA), and must please attach proof of the level of their qualifications after evaluation on all applications. Applicants are respectfully informed that if no notification of appointment is received within 4 months of the closing date, they must accept that their application were unsuccessful.

### **APPLICATIONS FOR THE DEPARTMENT OF FREE STATE PROVINCIAL TREASURY TO BE SUBMITTED TO:**

The Free State Provincial Treasury, Private Bag X 20537, Bloemfontein, 9300. Attention: Ms. N. Mchabasa, Fidel Castro Building, Tel No: (051) 405 4274 or deliver by hand to Ms. N. Mchabasa in Room 426(b), Fidel Castro Building, Bloemfontein. Applications can also be e-mailed to [recruitment.fstresury@gmail.com](mailto:recruitment.fstresury@gmail.com).

**CLOSING DATE: 10 MARCH 2017**

**DEPUTY DIRECTOR: MUNICIPAL SUPPLY CHAIN MANAGEMENT (XHARIEP DISTRICT)**  
**REFERENCE NO: FSPT 000/17**

**SALARY:** Salary level 11 – An all-inclusive salary package of R 612 822.00 per annum. (This all inclusive flexible remuneration package consists of a basic salary, the Government's contribution to the Government Employees Pension Fund and a flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13<sup>th</sup> cheque, motor car allowance, housing allowance and medical aid assistance)

**CENTRE:** BLOEMFONTEIN

### **REQUIREMENTS:**

A three year degree/national diploma in Supply Chain Management or related qualification, with a minimum of 5 years' experience in a supply chain management environment of which at least 3 years should have been in a junior management position. Knowledge of the Municipal Finance Management Act (MFMA) and Circulars, Preferential Procurement Policy Framework and Regulations, Broad Based Black Economic Empowerment Act, Public Service Regulations, Supply Chain Management Regulations, etc. Computer literate. Valid driver's license.

### **DUTIES:**

Monitor and support municipalities in:

- Developing and implementing supply chain management systems.
- Establishing bid specifications, bid evaluation and bid adjudication committees, and proper functioning of the committees.
- Developing and implementing demand management and procurement planning processes.

Assess the functionality of the bid/quotation systems used by municipalities. Assess the effectiveness of municipalities in managing logistics operations. Assess the level of compliance by municipalities regarding SCM reporting requirements. Evaluate the level of compliance by municipalities with regard to the requirement to have a disposal plan and provide guidance where necessary. Evaluate the status of compliance by municipalities with regard to the existence and effectiveness of a contract management system. Evaluate compliance by municipalities with regard to the requirements and existence of a list of prospective service providers. Measure the existence and effectiveness of the SCM performance management system used by municipalities. Develop, monitor and assess audit action plans of municipalities in line with the municipalities' SCM-related audit findings. Facilitate capacity building programs such as training, workshops and forums. Manage the resources of the Sub-directorate to ensure efficiency and effectiveness within the Sub-directorate.

### **ENQUIRIES:**

Mr. L Moduane: (051) 405 5094