



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 these posts 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. 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. 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 received on/or before the closing date. 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 was 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. Mchabasa in Room 426(b), Fidel Castro Building, Bloemfontein. Applications can be e-mailed to recruitment.fstresury@gmail.com

CLOSING DATE: 17 February 2017

POST: SENIOR ADMINISTRATIVE OFFICER: DEMAND MANAGEMENT (02 POSTS)
REFERENCE NO: FSPT: 007/17

SALARY: Salary level 8 – A basic salary of R 262 272.00 per annum.

CENTRE: BLOEMFONTEIN

REQUIREMENTS:

A Bachelors degree or diploma in Accounting/ Public Management or equivalent qualification with a minimum of three (3) years supply chain management working experience. Knowledge of supply chain policy and relevant prescripts.

DUTIES:

Implement and maintain demand processes in the department to contribute to the rendering of a professional supply chain management service. Prepare reports on supply chain management issues and statistics. Promote effective supply chain management by researching, analyzing, developing, monitoring and reviewing procurement policies, strategies, guidelines, procedures and circulars to contribute to the consistent and effective application of supply chain practices. Render supply chain management advisory services to the department by investigating, analyzing, benchmarking and interpreting legislation and prescripts and other supply chain related issues to promote the effective application of supply chain practices. Manage allocated assets.

ENQUIRIES:

Mr. SS Thulo, Telephone (051) 405 5449