People with disabilities are encouraged to apply.

The City of Cape Town promotes and applies the principles of employment equity.

JOB OPPORTUNITIES IN SUPPLY CHAIN MANAGEMENT

The City of Cape Town’s Supply Chain Management (SCM) unit manages the supply and acquisition of various goods and services to, or on behalf of the City. These include tenders for construction works, general and professional services, the disposal of goods no longer needed, and the selection of contractors to assist in the provision of municipal services.

In order to meet the demands of this highly innovative business, we need competent, robust, strong SCM professionals and leaders with the ability to guide the organization towards good governance within the supply chain environment. If you are energetic with high levels of competency; strong and solid skills and technical background in municipal finance; as well as the ability to thrive in and adapt to a fast-changing, high-pressure environment, you are encouraged to apply for the vacancies listed below. The city is further seeking to create a database of suitable candidates for future opportunities across the supply chain environment and is inviting candidates to register interest.

Our unit strives to ensure that the City’s supply chain is sound, sustainable and accountable. We promote Black Economic Empowerment (BEE) and local economic development; and encourage the formation of small businesses and joint venture partnerships. In line with the Constitution and Municipal Supply Chain Regulations, our procurement system aims to be fair, equitable, transparent, competitive and cost effective. The Director: Supply Management oversees six divisions, with broadly three levels of seniority within each of them, i.e. Managers, Head and Senior Professional Officers (SPO).

Requirements for all the positions listed below include: • Relevant tertiary qualification • Five (5) years’ experience in the relevant field of expertise • Incumbents will have to comply to the Municipal Regulations on Minimum Competency Levels, 2007 as prescribed in the Local Government: Municipal Finance Management Act, Act 56 of 2003 • Working knowledge of the Municipal Finance Management Act (MFMA) will be a recommendation.

Demand Management provides for an effective system to ensure the resources required to support the strategic operational commitments of the City are delivered at the correct time, at the right price and at the right location, and that the quantity and quality satisfy the needs of the City. The unit also provides for the effective disposal or letting of moveable and immovable assets including unserviceable, redundant or obsolete assets.

The Tenders and Contracts unit contains the general conditions and procedures which are applicable, as amended from time to time, to all procurement, contracts, and orders for the City. The effective management of the bid committee systems and processes is required to ensure a compliant, well governed and efficient tendering value chain.

The Procurement unit aims to ensure the City procures goods and services in manner that is fair, equitable and cost effective, transparent and competitive. It is also responsible for maintaining contracts arising from this process.

Procurement Excellence provides for an effective system for the identification, consideration and avoidance of potential risks in the City’s supply chain management system and is an integral part of effective management practices.

Supplier Registration and Administrative Support focuses on, amongst others the achievement of goals; compliance to norms and standards; savings generated; cost variances per item; non-compliance with contractual conditions and requirements; and the cost efficiency of the procurement process itself.

Supplier Management provides a platform for suppliers to register and do business with the City. This includes managing supplier data, declaration of interests, supplier development and training and B-BBEE to drive the vision of an opportunity city and an inclusive city.

To register for, please forward your cv and area of interest to:

FIN.vacancies@capetown.gov.za

Closing date: 15 February 2021

Please apply online at www.capetown.gov.za/careers or via the SAP Portal (internal applicants).

INVENTORY STORES MANAGEMENT

MANAGER: TENDERS AND CONTRACTS
SALARY RANGE: R840 607 – R915 574 P.A.
REF NO: FIN 53/20

HEAD: INVENTORY AND STORES MANAGEMENT
SALARY RANGE: R840 607 – R915 574 P.A.
REF NO: FIN 51/20

MANAGER PROCUREMENT EXCELLENCE
SALARY RANGE: R1 162 715 – R1 571 939 P.A.
REF NO: FIN 50/20

SENIOR SUPPLY CHAIN MANAGEMENT PRACTITIONER: PROCUREMENT
SALARY RANGE: R840 607 – R915 574 P.A
REF NO: FIN 49/20

SENIOR SUPPLY CHAIN MANAGEMENT PRACTITIONER: TENDERS AND CONTRACTS
SALARY RANGE: R840 607 – R915 574 P.A
REF NO: FIN 47/20

MANAGER: BID ADJUDICATION AND SUPPORT
SALARY RANGE: R417 967 – R498 439 P.A.
REF NO: FIN 48/20

SENIOR DEMAND MANAGEMENT ANALYST
SALARY RANGE: R840 607 – R2 699 916 P.A.
REF NO: FIN 47/20

CURRENT VACANCIES
FINANCE • SUPPLY CHAIN MANAGEMENT

SUPPLIER REGISTRATION AND ADMINISTRATIVE SUPPORT

FINANCE • SUPPLY CHAIN MANAGEMENT

DEMAND MANAGEMENT

TENDERS AND CONTRACTS

PROCUREMENT

PROCUREMENT EXCELLENCE

SECURITY • SUPPLY CHAIN MANAGEMENT

DATABASE FUTURE OPPORTUNITIES

To register for please forward your cv and area of interest to:
FIN.vacancies@capetown.gov.za

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