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The Water Research Commission (WRC) is a dynamic hub for water and sanitation knowledge, innovation and intellectual capital, providing leadership and the support research, development and innovation of water and sanitation solutions. It engages stakeholders and partners involving water and sanitation challenges and opportunities, which are crucial to South-Africa's sustainable development and economic growth, and is committed to promoting a better quality of life for all. The WRC is a schedule 3A public entity and adherence to required legislation is imperative to the organization's strategy and values.

Applications are invited from suitably qualified, experienced individuals for the Pretoria-based position of:

[Assistant Supply Chain Manager \(Ref: ASCM\)](#)

The Assistant Supply Chain Manager post calls for an innovative thinker who is dynamic, well-motivated and results driven. The successful candidate will be responsible for assisting in implementing and delivering Supply Chain Management Services in line with the relevant statutory requirements. He/she will be required to provide guidance and support to the WRC in relation to Supply Chain business practices and processes. He/she will be a member of the Finance Branch and will be reporting to the **Supply Chain Manager**.

The ideal candidate must be in possession of a 3 year Diploma or Degree in the relevant field or equivalent NQF level 6/7. Where candidates do not have the requisite qualification, a competency certificate as an outcome of the Recognition of Prior Learning (RPL) process confirmed by a registered RPL Practitioner may be submitted as proof of attained equivalence.

A minimum of 4 years' experience in supply chain management and procurement is essential with demonstrated experience in Supply Chain Management in a public-sector environment. Extensive and in-depth knowledge of PFMA, Treasury Regulations, the Broad Based Black Economic Empowerment Act, Preferential Procurement Policy Framework Act and Supply Chain Management Framework is required. Practical work exposure in the areas of Bid Specification, Bid Evaluation and Bid Adjudication Committee will be considered an added advantage together with knowledge of the Code of Conduct for Supply Chain Management Practitioners.

The **Assistant Supply Chain Manager** will support the Supply Chain Manager in the development and implementation of the WRC Supply Chain Management policies, strategies and business plans to support the WRC's tendering, contracts management, spend analytics and supplier performance management and assist with the automation of the developed and approved SCM processes. He/she will assist in managing SCM compliance in respect of SCM policies and Standard Operating Procedures, which will include analysing service delivery gaps and providing recommendations in terms of remedial actions and strategies. In addition, the Assistant SCM will responsible for managing a team of SCM practitioners and will be required to determine measurement approaches and methodologies to assess the effectiveness and efficiency of the WRC's SCM practices. Further more the successful candidate will be required to provide advice and training to WRC staff and management on matters relating the Supply Chain Management; participate in all SCM Committees (Bid Specification, Bid Evaluation and Bid Adjudication Committee) and assist in preparing the required reports and supporting documentation for submission to key stakeholders including Exco, Board and National Treasury.



The appointment will be made in line with the WRC's employment equity plan and the WRC supports applications from individuals with a disability. A detailed CV with three references, quoting clearly the Reference as a subject matter should be submitted to Human Resources, e-mail: **hr@wrc.org.za** No hand delivered applications will be accepted.

Closing date **17 February 2020** If you are not contacted by **31 March 2020** please consider your application as unsuccessful.