

THE EMPLOYER

The Cross-Border Road Transport Agency (C-BRTA) is a statutory authority, established in terms of Section 4 Act No. 4 of 1998 as amended, to regulate cross border road transport by providing an unsurpassed service through regulating cross border movements, facilitating resolution of constraints along the various transport corridors and borders as well as through effective law enforcement. Four key programmes constitute the focus of the C-BRTA. (1) Facilitation; (2) Research & Advisory; (3) Regulatory Services and (4) Law Enforcement. The C-BRTA Offices is located at 350 Witch-Hazel Street, Eco Point Office Park, Block A, Eco Park, Centurion, Pretoria. For more information visit www.cbrta.co.za

JOB PURPOSE

To implement Supply Chain Strategy. This includes acquiring resources within budget and facilitating communication between the enterprise and its service providers to deliver products and services according to planned and unplanned requirements. The role requires the minimisation of shortages and to keep the costs down by directing or coordinating purchasing, and financial forecasting services or activities to limit costs and improve accuracy, customer service, or safety and to direct the movement, storage, or processing of inventory.

REQUIREMENTS

Formal Qualifications:

- NQF 7 tertiary qualification in procurement / supply chain management or related discipline.

Experience:

- 3 - 5 years' experience in a supply chain management environment.
- 3 years in supervisory position

KEY PERFORMANCE AREAS

The successful candidate will be expected to:

- Manage internal and external customer / supplier relationship

- Manage supply chain management processes.
- Manage the administration processes in the Supply Chain Management.
- Contract management and financial monitoring
- Monthly reporting on SCM activities.
- People Management

COMPETENCY REQUIREMENTS

- Contract Management
- Tender / Bidding Processes
- Functions of tender committees
- In depth knowledge and understanding of Cross-Border Road Transport Act and its Regulations, as amended.
- Knowledge and understanding of Public Finance Management Act (PFMA), BBBEE, Treasury Regulations on Procurement and Supply Chain.
- Knowledge and understanding of PPPFA.
- Systems Analysis
- Knowledge and understanding of Risk Management.
- Knowledge and understanding of Auditing.
- Knowledge and understanding of Corporate Governance
- In-depth knowledge of the Project Management cost accounting, e-business/e-procurement systems, global awareness, good business ethics and understanding of legal contracts.

Submit detailed CV's including certified copies of qualifications not older than three months to: Ayanda Zwane at recruitment3@cbrta.co.za and please quote the reference number.

NB: This position will be filled in line with the Agency's Employment Equity targets. People with disabilities are encouraged to apply.

BENEFITS:

Employer offers an all-inclusive remuneration package of R937 965 p.a.

Closing Date: 17 August 2023

C-BRTA reserves the right not to appoint.

Short-listed candidates will be subjected to a reference, security clearance and criminal records check. Should you not hear from the C-BRTA 21 days after the closing date, consider your application unsuccessful.

It is our intention to promote representivity in respect of race, gender and disability through the filling of this position. Candidates whose appointment will promote representivity will therefore receive preference.

In order to consider any application for employment, the Agency will have to process your personal information.

A law, known as the Protection of Personal Information Act, 4 of 2013 (POPIA) provides that when one processes another's personal information, such collection, retention, dissemination and use of that person's personal information must be done in a lawful and transparent manner.

In order to give effect to this right, the Agency is under a duty to provide you with a number of details pertaining to the processing of your personal information. These details are housed under the **HR. Processing Notice**, which can be accessed and viewed on the C-BRTA website: <https://www.cbrta.co.za/legal>, which **HR. Processing Notice** we request you kindly download and read.