

Vacancy

DFC (PTY) LTD has a unique and diversified portfolio of products catering for the mineral processing, power generation, water and affluent markets. We have a strong strategic approach towards active participation in global markets.

The following position has become available at DFC (PTY) LTD:

POSITION: Procurement Manager #DFC230124 - 1
LOCATION: Benoni
REPORTING TO: Chief Operating Officer

JOB SUMMARY STATEMENT: To set strategy and maintain high standards in line with industry best practices and Company Policies and Procedures. To manage the day-to-day functioning of the Procurement Department,

KEY PERFORMANCE AREAS (DUTIES & RESPONSIBILITIES):

- Determines the procurement strategy in line with business requirements
- Manages the Procurement Department ensuring smooth day-to-day operation
- Manages the performance of the Procurement Department staff by implementing the necessary human resources practices like recruitment, staff development, and mentoring
- Develops commercial policies and procedures related to the Procurement Department for the organization ensuring alignment to the overall organizational strategy
- Develop BBEEE Suppliers.
- Monitors the integration and implementation of procurement policies and procedures within the organization ensuring legal compliance
- Keeps abreast of the development of new procurement systems, tools and technologies
- Determines the appropriate procurement systems, tools and technologies to be implemented within the organization in line with the organizational business strategy
- Manages supplier OTIF.
- Manages price Increases from suppliers
- Determines tender requirements in conjunction with business requirements.
- Manages the administration of tenders by ensuring that the tenders are received in line with the enquiry and ensures the applicable procurement procedures are adhered to
- Ensures that the purchase order deliverables are in line with the terms and conditions of the signed purchase order
- Responsible for communication, collaboration and implementation of initiatives within the procurement environment
- Manages supplier relationships as it relates to technical and operational activities
- Manages supplier contracts.

ACADEMIC QUALIFICATIONS:

- Relevant Degree or equivalent qualification in Procurement
- Certification in Supply Chain Management and/or CIPS towards MCIPS certification

EXPERIENCE:

More than 10 Years in Senior Procurement position in an Engineering/Manufacturing project environment

KNOWLEDGE, SKILLS & ABILITIES:

- Procurement skills within the Engineering and Manufacturing environment
- Managing teams
- Must have the ability of working with numbers and numerical/mathematical concepts such as computation, statistical interpretation, with mathematical concepts and arithmetic reasoning.
- Demonstrate capacity for understanding and using financial, marketplace, consumer and economic information

BEHAVIOURAL COMPETENCIES:

- Adhere to principles and values
- Apply good governance
- Build teamwork practices
- Deal effectively with change
- Communication skills
- Enthusiastically productive



- Build and maintain effective relationships
- Produce and maintain good business results
- Sharing functional expertise
- Pro-active approach

CLOSING DATE: 08 February 2024

Please note we have a DFC recruitment mailbox. Kindly send your detailed CV to the following email address:

recruitment@dfc.co.za

In line with our commitment to transformation, suitable qualified candidates from previously disadvantaged groups will be given preference.

While the company's recruitment policy stipulates that all positions will be advertised, provision is also made for appointments to be made in accordance with the company's succession planning strategy and practice when filling vacancies.