



Manager – General Purchase

Role and the Person

The Position is at the level of a Manager, accordingly the purpose and critical functions would be as follows:

Function (Dept) Purpose:

To provide reliable, consistent and cost-effective services

Role Purpose:

To optimise (cost, quality, time) procurement in a systematic and holistic manner.

The Key Expectations of the Role:

- Availability to a plan (including specifications and standards)
- Information (macro and micro) based buying decision
- Optimum utilisation of all movable assets based on standards
- Policy based inventory management
- Decentralised (evidence based) decision making environment*

The Competencies required to effectively take on this role:

- Knowledge of basic procedures of purchase function
- Evidence based planning skills
- Inclusive negotiation skill
- Orientation for quality
- Resourceful
- Tolerance to ambiguity
- Engagement as a basis of stakeholder interaction
- Sensitivity to evidence-based-change of hypotheses*
- Non-compromising orientation towards standards

The Person:

- Any graduate or diploma
- Had worked in the supply chain management function of any medium-sized organisation
- Overall work experience of at least 10-15 years in a commercial function dealing with common services of the organisation