

**ESWATINI POSTS AND TELECOMMUNICATIONS CORPORATION
EXTERNAL VACANCY**

EPTC, an equal opportunity employer and highly technologically driven communications organization has the following vacancy within the Finance Division.

SENIOR MANAGER SUPPLY CHAIN AND LOGISTICS

The Job:

Reporting to the Chief Financial Officer, the key responsibilities will include, inter alia to:

- Develop procurement, inventory management and fleet management strategies that are inventive and cost-effective.
- Lead and manage the supply chain and logistics staff ensuring skills development and resourcefulness.
- Develop procurement strategies that are inventive and cost-effective.
- Manage the EPTC procurement process; sourcing and engaging reliable suppliers and vendors to ensure quality of supplies; negotiating with suppliers and vendors to secure advantageous terms.
- Review existing contracts with suppliers and vendors to ensure on-going feasibility.
- Establish and maintain lasting relationships with vendors and suppliers.
- Oversee the acquisition of goods within EPTC and ensuring the management of purchase orders and delivery of goods and services.
- Evaluate and conduct risk assessments on potential contracts and agreements.
- Manage the procurement budget and implement cost effective strategies on procurement.
- Develop and oversee inventory management strategies and processes, ensuring efficiency of service delivery at cost effective means.
- Develop, and oversee the effectiveness of fleet management strategies, ensuring effective leasing and developing new means of replenishing fleet.
- Prepare, conduct analysis of procurement and logistics reports for presentation to Executive Committee.

The Candidate

The ideal candidate must possess the following attributes;

- A Postgraduate qualification in Supply Chain management, Logistics, or Business Administration.
- A Bachelor's degree in Procurement management/Business Management or equivalent
- Five years' experience in Procurement and Logistics management.
- Management and Leadership skills

Key Competences

- Financial and Business Acumen
- Analytical skills
- Task driven and results oriented
- Excellent communication and interpersonal skills
- In-depth knowledge of preparing and reviewing contracts, invoicing, and negotiation terms.

- Practical knowledge and proficiency in Supply Chain Management software and tools,

Written applications accompanied by a detailed CV and certified academic certificates should be submitted to the HR Administration Manager at recruitment@sptc.co.sz with the subject Vacancy – Senior Manager Supply Chain and Logistics. Personal representations will be considered as pressure tactics and will not be entertained. EPTC is an equal opportunity employer. Closing date of receipt of applications will be 13th February 2025 and no applications whatsoever will be accepted after this date.