



This advert is open for application by external applicants.

**Equity Statement :** *Preference will be given to suitably qualified Applicants who are members of the designated groups in line with the Employment Equity Plan and Targets of the Organisation/Operating Division.*

Applicants that are interested in applying for any of the advertised positions must apply by registering on the Careers section of the Transnet Internet. Please take care in completing all required details on the profile, and then apply for the position.

**Alternative Application Methods: (Completed Curriculum Vitae to be submitted)**

Post :  
E-mail : Recruitment.TCP@transnet.net  
Fax :

The closing date is on 2021/03/15. It is the responsibility of the applicant to ensure that HR has received the application before the closing date of the advertisement.

Note: if you have not been contacted within 30 days of the closing date of this advertisement please consider your application as unsuccessful.

Any questions regarding the application or recruitment process should be sent in writing to VIKO.MAZWI@TRANSNET.NET.

We urge all our employees, clients, members of the public and our suppliers to report any kind of fraud or corruption at Transnet. Call the hotline toll free number: 0800 003 056 or email Transnet@tip-offs.com

**Operating Division** : **Transnet Group Services**  
**Position Title** : **National Hub Manager**  
**Employee Group** : **Permanent**  
**Department** : **Supply Chain**  
**Location** : **Johannesburg**  
**Reporting To** : **Executive Manager**  
**Grade Level** : **E**  
**Reference Number** : **6003689**

**Position Purpose:**

- To drive implementation of Transnet's Enterprise and supplier development strategy within the enterprise Development Hubs, with emphasis on Broad-based Black Economic Empowerment (BBBEE), Enterprise and Supplier Development and Preferential Procurement.
- To coordinate all the activities, resources, tasks and priorities to develop SMME nationally to ultimately to support Transnet's localisation and transformation commitments.
- The incumbent is also responsible for managing day-to-day activities of the ED Hubs and co-ordinating the activities of the ED Hubs to achieve uniformity and consistency across all Transnet ED Hubs Nationally.
- Facilitate partnerships with various economic development and regulatory partners to provide access to financial and non-financial services to Small, Medium and Micro Enterprises under the same roof.

**Position outputs:**

PLEASE NOTE: Transnet, its employees or representatives never ask for a fee from job seekers. Any such requests are fraudulent. Please report any suspicious activities in this regard to the Transnet anti-fraud line on 0800 003 056.

### 1. Strategic Management of the Hubs:

- a) Engage and collaborate with stakeholders and develop and oversee delivery of business aligned Group iSCM and ESD strategies.
- b) Development and effective delivery of business aligned Group iSCM and ESD strategies.
- c) Develop the Hub Management framework for Group iSCM and ESD, including processes and standard operating procedures within the procurement and supply chain policies.
- d) Develop and update reporting templates, tools and frameworks due to changes in strategy and legislation.
- e) Communicate the vision and objectives of Hub Management to internal and external supplier management (SM) stakeholders.
- f) Drive the Hub Management aspects of the annual Transnet Group Supply Chain strategic planning, budgeting and target setting process, as part of the activities of the ESD COE.
- g) Assume responsibility for the Hub Management budget and (if so required) the formulation of a cost recovery model for services rendered Group-wide as required by the Executive Manager: ESD.

### 2. Oversight of iSCM function:

- a) Implement and enforce standards and standardisation with regard to overall Hub Management framework including processes and procedures (these standards are contemplated in the ESD COE and ratified by the iSCM Council, before implementation) to improve monitoring and evaluation of the performance against yearly performance targets.
- b) Monitor and report on Stakeholder Management Initiatives Group-wide to internal structures such as iSCM Council, Finance Team, Operations Leadership Team (OLT) and the Group Leadership Team (GLT) and to external stakeholders as and when required and in agreement with the (Group Chief Supply Chain Officer) GCSCO.
- c) Ensure consistent Hub management (SM) strategies, processes and systems across Group-wide, including monitoring, reviewing and reporting on Partner/Service Level Agreements (SLAs) put in place for ESD initiatives.
- d) Promote enterprise and supplier development initiatives, preferential procurement, BBBEE as part of sourcing, in close collaboration Group-wide and/or external stakeholders through the Stakeholder Management function within the department.
- e) Provide strategic oversight for Hub Management Group-wide.
- f) Oversight of Hub Management agreements pertaining to initiatives and related reporting which impacts Enterprise Supplier Development, Preferential Procurement, BBBEE and Supplier Development strategies and targets.
- g) Provide oversight of the development and update of reporting templates, tools and frameworks due to changes in strategy and legislation.

### 3. Functional leadership and management:

- a) Within the context of the new iSCM and ESD Strategy and business objectives, provide functional leadership and management in terms of the overall ESD programme (that is co-lead the ESD COE with the Executive Manager: ESD and share joint accountability for its activities as it relates to Stakeholder Management).
- b) Mediate on conflict points between Stakeholders and Transnet, including end-users and external stakeholders.
- c) Ensure good governance in all aspects of overall Hub Management programme by maintaining close integration and cooperation with the Governance and other relevant COEs.
- d) Develop and roll-out training to SMME's on programmes such as but not limited to Finance, law, policies, procedures etc.

### 4. Manage strategic initiatives:

- a) Plan and resolve resource constraints pertaining to staffing, information, systems or physical infrastructure.
- b) Monitor progress against budget, delivery of benefits targets and action plans for Hub Management initiatives, using the Business Intelligence (BI) process established as part of iSCM.
- c) Drive formulation of performance indicators and 5-year target setting, dashboard reporting, and monitoring of the Key Performance Areas (KPA's).
- d) Lobby senior executive support and buy-in for relevant Stakeholder Management initiatives undertaken with external stakeholders.
- e) Report on the overall performance of Stakeholder Management within Transnet structures such as iSCM Council, Finance Team, OLT and GLT.

PLEASE NOTE: Transnet, its employees or representatives never ask for a fee from job seekers. Any such requests are fraudulent. Please report any suspicious activities in this regard to the Transnet anti-fraud line on 0800 003 056.

f) Highlight achievement of strategic and tactical targets on a monthly, quarterly and annual basis on divisional and group levels.

5. Hub management:

- a) Communicate the vision and objectives of Hub Management to internal and external supplier management (SM) stakeholders.
- b) Ensure the effective integration between Stakeholder Management and the other components of iSCM.
- c) Ensure integration with other COEs such as SD COE, L&W COE, Gov COE, Knowledge Portal COE and HC COE.
- d) Provide strategic support to category managers and commodity teams as part of the overall Strategic Sourcing programme.
- e) Act as the liaison and executing officer for the directives, mandates and initiatives set by the iSCM Council and other bodies and persons in authority.

Provide regular feedback on progress and highlight or escalate snags and problems immediately as they occur.

### **Qualifications & Experience:**

- Relevant B-Degree (NQF 7)
- Preferable, Chartered Institute of Purchasing & Supply or similar
- Minimum 6-8 years' applicable experience in a large enterprise of which at least 3 years at managerial level 5 years in supply chain management; or
- A minimum of between 3-5 years' stakeholder management public sector experience and/ or enterprise & supplier development.
- Experience in interacting with stakeholders at of government will be an added advantage

Working Conditions and Inherent Requirements of the Job:

- Requirement of trust and honesty in the handling of finances as per the National Credit Act Amendment 19
- Willing to work extended working hours
- Willing to travel locally

### **Competencies:**

#### **STRATEGY & SUSTAINABILITY**

Strategic Thinking: Formulates strategies and business plans to achieve the overall organisations direction.

Commercial awareness: Keeps abreast of internal and external factors that can impact the business.

Innovating: Generates new ideas or solutions by thinking "outside of the box"; reviews current processes or systems and identifies ways to optimise them.

#### **INSPIRATIONAL LEADERSHIP**

Inspiring People: Leads by example. Inspires, motivates and empowers team members to do their best.

Managing Talent: Provides clear direction and sets performance standards/requirements for the team.

Leading Change: Leads and directs change initiatives.

Embracing Diversity: Leads and promotes equal opportunity and has an appreciation for diversity in the workplace.

#### **BUSINESS PERFORMANCE AND DELIVERY**

Lead Business Performance: Leads the business to be more efficient and effective.

Strategic Decision Making: Is decisive and takes full accountability for decisions.

Business Acumen: Understands and deal with various business situation using obtained knowledge and a broad spectrum of expertise.

Analysing: Thinks in a systemic way but is open to new approaches.

#### **RELATIONSHIP MANAGEMENT**

Communicating Effectively: Communicates the business strategy and objectives in a clear and manner.

Collaborating and Networking: Build wide and effective relationships with people inside and outside of the organisation to help achieve the organisations goals and objectives.

Service Orientated: Leads by example; strives for a customer centric culture where everyone acts with the customer in mind.

Persuading and Influencing: Is able to persuade and influence those around him/her for the benefit of achieving the organisations/department goals and objectives. Identifies and influences key decision makers using strong persuasive.

#### **CORPORATE GOVERNANCE & COMPLIANCE**

Leading Governance: Always work in the best interest of the organisation and aligns business practices to the ethical obligations and good corporate governance.

Leading Safety Practice: Leads safety practices by communicating, enforcing and supporting all safety standards and activities.

Leading Risk Management: Identifies areas of risks and implements corrective actions to mitigate the impact of risks to

ensure overall sustainability.

#### PERSONAL MASTERY

Learning and Applying Expertise: Dedicated to continuous learning and self-improvement.

Resilience: Manages pressure effectively and copes well with criticism and setbacks.

Emotional Intelligence: Is aware of own leadership styles and is able to adapt style to enhance team and business performance.

Vigour & Personal Drive: Accepts and tackles demanding goals with enthusiasm. Works hard and shows energy and persistence to achieve high quality results. Is a role model for others who strive for personal excellence