KWAZULU-NATAL
PROVINCIAL GOVERNMENT
REPUBLIC OF SOUTH AFRICA

VACANCY ADVERTISEMENT

Vacancy Information Download

Reference Number:	KZNPG/20261026/4894
Advert Reference Number:	LRH 08/2026
Job Title:	Assistant Director: SCM
Job Level:	09
Vacancy Type:	Internal & External
Salary:	R 487 197.00 R 573 897.00 p.a
Department:	KZN HEALTH
Component:	LADYSMITH REGIONAL HOSPITAL
Employment Type:	Permanent
Center:	Ladysmith Regional Hospital
Number Of Posts:	1

Duties/Responsibilities:

.Manage demand planning, procurement of goods and services, quotations and bids in line with the Hospital Annual Operational Plan and approved procurement plan.
.Ensure efficient, economical and accountable management of SCM personnel, budgets and other allocated resources.
.Engage end users and stakeholders to identify procurement needs, service-delivery gaps and SCM compliance risks.
.Provide management with sound SCM advice, recommendations and corrective actions on procurement and contract matters.
.Communicate and implement applicable SCM circulars, policy amendments, Treasury instructions and practice notes.
.Ensure transparent, fair, competitive and cost-effective procurement and compliance with applicable legislation and delegations.
.Provide technical guidance to hospital management on acquisition, logistics, contract administration and supplier performance.
.Implement and monitor SCM procedures, internal controls, requisitions, purchase orders, goods receipt and record keeping.
.Compile and analyse monthly SCM performance, procurement, contract, accrual and compliance reports; address exceptions promptly.
.Participate in multidisciplinary management structures to align SCM activities with clinical and operational priorities.
.Manage SCM operations and staff performance, including procurement turnaround times, LOGIS processes and asset controls.
.Identify staff skills gaps, coordinate SCM training and promote continuous development and ethical conduct.
.Monitor compliance with the PFMA, Treasury Regulations, departmental SCM framework and supply chain prescripts; prevent and report irregular expenditure.

Qualifications and Experience:

.Grade 12 / Matric or equivalent.
.An appropriate Degree / National Diploma in Supply Chain Management or equivalent.
.Plus at least 3 years' appropriate supervisory experience in Supply Chain Management.
.Unendorsed valid driver's license

Essential Knowledge, Skills and Competencies Required:

.Knowledge of Public Finance Management Act.
.Good communication, leadership, interpersonal and decision making qualities.
.Sound management, negotiation, inter-personal, decision making and solving problems.
.Knowledge of Treasury Regulations and Practice Notes
.Good verbal and written communication skills
.Knowledge of current Health Legislation and policies at Public Institutions.
.Ability to handle sensitive financial information in strictest confidence.
.Working knowledge of the Basic Accounting Systems (BAS) and understand Promotion of Access of Information Act.
.Knowledge on Security Management Act
.Computer literacy in MS Word and Excel.

Additional Information

.A Certificate of Service from current and previous employers, endorsed and stamped by Human Resources, must accompany the application.

How to apply

To apply please log onto the e-Government Portal: https://www.eservices.gov.za/ and follow the following process;
1. Register using your ID and personal information;
2. Use received one-time pin to complete the registration;
3. Log in using your username and password;
4. Click on “Employment & Labour”;
5. Click on “Recruitment Citizen” to create profile, update profile, browse and apply for jobs;

Or, if candidate has registered on eservices portal, access https://www.eservices.gov.za/, then follow the below steps:
1. Click on “Employment & Labour”;
2. Click on “ Click on KZN Provincial Government e-Recruitment Vacancies, S'Thesha Waya Waya”;
3. Log in using your username and password;
4. Click on “Recruitment Citizen” to create profile, update profile, browse and apply for jobs;

For support, please send an email to: KZNHelpDeskRecruit@KZNpremier.gov.za

Closing Date : 13 Nov 2026

Disclaimer

DISCLAIMER FOR KZN E-RECRUITMENT SYSTEM

a)The KwaZulu-Natal Provincial Government and all KwaZulu-Natal Provincial Public Entities are equal opportunity, affirmative action employers, and preference may be given to suitably qualified candidates from designated groups in terms of the Employment Equity Act, 1998. The filling of posts may also be guided by the Departments/ Entities Employment Equity plan/targets.
b)If you do not hear from us within two months of the closing date, please regard your application as unsuccessful.
c)Applications received after the closing date will not be considered.
d)Please clearly indicate the name of the post and reference number of the position for which you are applying.
e)Applicants applying for posts in KZN Government Departments via the online e-Recruitment system, must upload a copy of their CV onto the system. Certified copies of supporting documents need not accompany your application and CV, as these will be requested from shortlisted applicants only.
f)Applicants applying for posts in KZN Public Entities via the online e-Recruitment system, must upload copies of all documents, including certified copies of all documents stipulated in the advert of the Public Entity.
g)It is the responsibility of the applicant to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA), prior to the time the qualification documents are requested to be submitted to the KZN Provincial Department or Public Entity.
h)Only candidates who meet the requirements may apply.
i)Appointment is subject to verification of the qualifications of the applicant, reference checking, and securing a positive security clearance, in circumstances where this is in relation to the requirement/s for appointment to the post applied for.
j)Applications from Recruitment Agencies will not be considered.
k)Applications sent to incorrect email address will not be considered.
l)The respective Provincial Departments and Public Entities reserve the right not to make an appointment.
m)The appointed candidate shall be required to sign a performance agreement.
n)Reference checks and/or confirmation of employment will be done with the current employer and candidates are advised to include references from the current employment in their application/CV to facilitate this.
o)The respective Provincial Departments and Public Entities reserve the right to regard a negative record on any verification check or risk assessment conducted, as sufficient grounds for refusal to select a candidate for appointment.

By utilising the KZN Provincial e-Recruitment system, you hereby specifically acknowledge that you have read and accepted the following disclaimer:
I understand and agree that where information is provided, whether personal or otherwise, it may be used and processed by the owner of this e-Recruitment system, and such use may include placing such information in the public domain.

All reasonable measures to protect the personal information of users will be taken, provided that for the purpose of this disclaimer (personal information) will be as defined in the Promotion of Access to Information Act, 2000 (Act No. 2 of 2000) and the Protection of Personal Information Act, 2013 (Act No. 4 of 2013).

The information and reports contained herein may not necessarily be accurate or final and must be viewed in the context of when such information or report is dated.

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By using the KZN Provincial e-Recruitment system, I specifically consent and submit to the jurisdiction of the South African Courts in regard to all proceedings, actions, applications, or the like, instituted by either party against the other where necessary.

If you do not agree to be bound by these terms, please do not make applications for posts through the KZN Provincial e-Recruitment system.