

Supply Chain Officer - (Engineering Experience and Background)

Location: [Africa] [Uganda]

Town/City: Kampala

Category: Supply Chain

Job Type: Fixed term, Full-time

Back ground

World Vision Uganda (WVU) is a Christian relief, development and advocacy non-government organisation dedicated to working with children, families and communities to overcome poverty and injustice. We currently work in 43 districts and have 48 Area Programmes implementing projects in health & nutrition, water, sanitation & hygiene (WASH), livelihoods & resilience, education and child protection. World Vision (WV) is committed to the protection of children and adult beneficiaries from exploitation and abuse and will not employ people whose background is not suitable for working with these beneficiaries. All employment is conditioned upon the successful completion of all applicable background checks, including criminal record checks where possible.

Due to expansion in scope of our programmes, we are now seeking for a qualified and passionate individual willing to share in our vision and join the team in the following role.

Position: Supply Chain Officer - (Engineering Experience and Background)

Report to: Supply Chain Manager

Location: Kampala – National Office

Purpose of the position:

To provide support to World Vision Uganda budget management through strategic sourcing of quality goods and services in a timely manner at the lowest possible cost for clusters and projects in accordance to Supply Chain Management policy and other guidelines to promote child well-being aspirations in line with Our Promise

Key Outputs/Responsibilities.

- Support the project procurement planning processes in line with the budgets for approval and implementation
- Undertake acquisition processes of goods 4 clusters / projects and services in conformity with the existing policies for the benefit of the users, children and their communities
- Conduct strategic sourcing with negotiated pre priced framework contracts for goods and services in accordance to the set goals
- Upload all contracts into ProVision and conduction all procurements in ProVision.
- Provide capacity building ProVision users.
- To develop, manage Supplier data base and suppliers relationships. Perform Supplier development and conduct annual vendor audit.
- Contribute to the preparation and submission of timely, accurate and relevant Monthly, Quarterly and Annual reports. – Open PO's contract status and PR status on weekly, monthly quarterly, and yearly

Qualifications: Education/Knowledge/Technical Skills and Experience.

- Bachelor's Degree of Procurement and Supply Chain Management or Bachelor's Degree in Civil/ WASH Engineering is essential with CIPs.
- Minimum of two years' experience in a similar position working with an INGO
- Experience with an engineering background is an added advantage / highly desirable
- Knowledge of generic Supply Chain management systems and forms
- Strong sense of personal integrity and commitment.
- Excellent interpersonal, organizational and time management skills
- Attention to detail.
- Ability to multi-task.
- Team spirit and problem solving abilities.
- Analytical skills
- Customer care skills
- Negotiation skills
- Excellent communication skills.