

NOTICE OF VACANT POSITION

SUPPLY CHAIN MANAGER CLASS 3

Southern Region: Binga

Eastern Region : Chivi, Masvosva

Applications are invited from suitably qualified and experienced personnel to fill the above-mentioned positions. The incumbents will report to the respective Regional Manager.

MINIMUM QUALIFICATIONS AND EXPERIENCE

- 5 'O' levels including English Language and Mathematics/Accounts.
- Degree in Agriculture/Crop Science/Agronomy.
- Degree in Business Studies/Marketing/Human Resources/Accounting will be an added advantage.
- Part C CIS or any other relevant accounting qualification is an added advantage.
- At least 5 years work experience in management, storage and handling of grain.
- Valid clean class 4 driver's license.

CORE COMPETENCIES

- Excellent grain handling skills.
- Very good with figures.
- Very good analytic and risk management skills.
- High-level interpersonal, team management and supervisory skills.
- High level of safety consciousness, self-driven and business sense.
- Good customer care.
- High level of innovativeness.

SUMMARY OF DUTIES

- Plans depot's annual grain handling.
- Procures grain and other requirements.
- Accounts for stock.
- Ensures quality management in grain handling and storage.
- Participates in farmer identification exercise for inputs schemes and account for all inputs disbursed and maintains farmers' database.
- Provides agronomy advice to farmers where necessary.
- Monitors and evaluates farmer activities from field to market.
- Develops and maintains sound relations to satisfy the needs of farmers and all other customers.
- Ensures proper administration of personnel records and proper utilization of labour.
- Ensures total compliance with the SHE Policy for safety and health of employees daily.
- Sets targets and conducts staff appraisals/evaluations using Integrated Results Based Management (IRBM).

- Performs any other duties as assigned by the Superior.

Applications accompanied with detailed Curriculum Vitae and Certified Copies of qualifications should be emailed to recruitment@gmbdura.co.zw not later than 12 June 2024. Only shortlisted candidates will be contacted.