

Job Description

Chief Supply Chain Management Officer

Purpose

This position strategically leads and directs the Supply Chain Management function at (Name of DISCO); Contributes in the development of supply chain strategy; Oversees implementation of supply chain strategy aligned with current and long-term organizational goals and provides supply chain thought leadership to (Name of DISCO) on strategic organizational initiatives.

Eligibility Criteria

- 16-year Degree (MBA / MS) in Supply Chain/Operations Research or in a related field from a local/foreign university recognized by HEC
- Certifications/courses on supply chain management from institutions of high repute (national/international) will be a strong plus
- Post Qualification relevant experience minimum of 15 years
- Excellent verbal and written communication skills.
- Broad knowledge and experience of supply chain and procurement practice and related tools preferably related to the power sector
- The candidates must comply with the Fit and Proper Criteria as laid down under the Public Sector Companies (Corporate Governance) Rules, 2013 framed under the Companies Act, 2017 and also as laid down under the State-Owned Enterprises (Governance and Operations) Act, 2023.

Age Limit

- Upper age limit is 50 years.

Skills & Knowledge

- Leadership
- Planning and Organizing
- Teamwork and Collaboration
- Decision Making and Problem Solving
- Relationship Management
- Broad knowledge of Business Processes
- Thorough knowledge of PPRA Rules and procurement practices in the electricity distribution sector
- In-depth knowledge of Market / industry trends from procurement perspective
- In-depth Knowledge of supply chain strategy development
- Knowledge of Project Management

Key Performance Indicators

- Completion of all assigned targets in the specified time.
- Developing and retaining people.
- Compliance to all procurement policies and procedures.
- Developing (Name of DISCO) supply chain systems and practices.
- Standardisation of procurement processes across (Name of DISCO).

Responsibilities

Management and Execution of Strategic Supply Chain Framework

- Develop (Name of DISCO) supply chain strategy based on organizational vision, strategic goals and direction from CEO and Board Committees;
- Manage procurement team to perform their duties as per PPRA rules and (Name of DISCO) procurement practices and agreed goals
- Lead all procurement tasks for equipment, supplies, and services necessary for (Name of DISCO) to succeed in its business
- Manage teams responsible for all inventory control and logistics of (Name of DISCO) for efficient and cost-effective distribution of equipment, supplies, etc., to be delivered to teams of other departments
- Ensure effective utilization of the ERP system of (Name of DISCO) for optimal supply chain execution
- Coordinate with other department heads to maximize effectiveness of supply chain and procurement functions
- Updates supply chain framework periodically and validate its alignment with internal business requirements and external (macro-economic) dynamics.

People Management

- Provides effective and inspiring leadership to subordinates;
- Builds competent and high performing team capable to meet current and future needs;
- Delegates responsibilities to subordinates and creates a sense of urgency;
- Ensures parity among subordinates with regards to learning and growth opportunities;
- Leads by example;
- Builds a conducive working environment for an engaged and committed team;
- Promotes a sense of purpose and self-fulfilment among subordinates;
- Manages performance of direct reports through objective setting, continuous support, feedback and formal appraisal;
- Oversees recruitment of executives;
- Identifies training and development requirements of subordinates to take future roles in coordination with HR;
- Drives employee engagement across the group.
- Handles administrative issues such as conflict management, grievances handling and disciplinary issues.