



World Vision

SOUTH SUDAN

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*Our Vision for every Child, Life in all its Fullness; Our Prayer for every heart, the will to make it so
Building Brighter Futures for Vulnerable Children*

JOB OPPORTUNITY AT WORLD VISION INTERNATIONAL - SOUTH SUDAN

World Vision is a Christian Relief, Development and Advocacy Organization dedicated to working with Children, Families and Communities to overcome poverty and injustice. World Vision serves all people, regardless of religion, race, ethnicity or gender. All employment in World Vision is condition upon successful completion of all applicable background checks, including criminal record checks where possible.

World Vision International - South Sudan is now seeking for a qualified and dynamic Individuals (**Man or Woman**) who are willing to share in our vision and promise to Children, to join us in the role below:

Job title: Supply Chain Manager
Reporting to: Finance and Support Services Director
Location: Juba-National Office
Availability: As soon as possible

Purpose of the position:

To demonstrate functional leadership in disaster and emergency response context to motivate and influence supply chain and Logistics Staff to adapt day to day agile emergency procurements to meet operations needs in compliance to World Vision systems, Policies, processes, procedures and controls environment to harness strategic value for money in a timely, professional and cost-effective manner in order to support timely implementation of World Vision Programs that will have greatest impact on process improvement, simplification, standardization and cost management to achieve Child Well Being Outcomes.

ROLES AND RESPONSIBILITIES

Leadership and Coaching

- Motivate, influence and manage the performance of direct reports through performance goals setting, performance reviews and frequent conversations.
- On-job coaching, mentorship and feedback on continuous improvement
- Ensure all Supply Chain staff members understand Procurement Policies, Processes, procedures and World Vision Operating Systems in the office



- Plan and coordinate departmental meetings on weekly, bi-weekly meetings, monthly meetings, quarterly meetings review and annual departmental meeting to review status of tasks and update Senior Management Team on progress.
- Partnerships and Collaboration with internal and external stakeholders

ProVision System Adaptation (Wise Steward Spend Management)

- Conduct Refreshers Awareness Training for internal and external stakeholders
- ProVision Data Management via Coupa SIM – User Creation, SIM- Vendors Creation and records updates, Invoice Sender creation and de-activation update
- Purchase Order Management (PO Manual Submission, revise, cancel & close
- Upload all complete procurement documentations in ProVision cloud record
- Input & feedback for continuous Provisions System contextualization development
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Business Requirements

- Understand WV Context, Disaster and Emergency Response Context
- Contextualize Department's business requirements and apply in the day-to-day procurement work to meet changing humanitarian operations dynamics.
- Understand demand & supply market dynamic in changing environment

Strategic procurement Planning

- Coordinate integrated Annual Procurement Plans & reviews with Operations
- Identify alternative Supply Sourcing Plan, Logistics Plan, Warehousing Plan, Dispatch Plan and Custom Clearing Plan for goods, works and services.
- Advise & seek approval of internal customers for modification from requests.
- Facilitates all parties the timely resolution of issues that could impact meeting the needs of the operations team and community's world service.
- Work with Suppliers & Logistics to ensure safe delivery and receipt of GWS
- Resolve conflicts with deliveries & suppliers with prior technical verification

Strategic Sourcing

- Conduct spend analysis to support strategic sourcing activities, and Supplier Relationship Management on high value procurements for goods work & service
- Execute the Market Assessment and Supplier Pre-Qualification process as per the set guidelines based on the guidelines set for the assigned categories.
- Manage the RFQ/RFP Process including baselines & price survey methodologies as per the approved framework for the assigned categories.
- Lead negotiations in procurement of goods, works and services
- Supervise the Sourcing events in the national office and Field Offices



- Convene cloud-based Procurement Committee meetings, take minutes deliberation, award decision and other Committee award Documentations.

Supplier Contract and Relationship Management

- Conduct Supplier forum to manage expectations between suppliers and World Vision and common areas of improvement between parties.
- Monitor Contracts Life Cycle Management for goods, works and services and timely contract close-out, renewal or retender as appropriate in the offices.
- Track and evaluate Suppliers performance indicators via ProVision Metrics to ensure suppliers understand contractual conditions and performance indicators
- Identify, resolve & escalate contractual issues both internally and externally
- Analyze supplier performance based on customer feedback information & other sources and coordinate with supplier for improvement.

Policy, Process, Procedure and Compliance

- Conduct all procurement related tasks as per the approved procurement policies, processes and guidelines.
- Advice management regarding any challenge / risks / impractical guidelines.
- Collect customer feedback relating to the policies, processes and guidelines, and report to NO Management for improvements or changes.
- Review with Partners / Sub-Grantees, their SCM Policies, procedures to identify gaps, document in assessment report & capture capacity building plan
- Implementation agreed audit recommendations as per the guidance by HoD
- Participate in development of risk identification & assessment tools, Risk Register and SCM Contractual risks for procurement of goods, work & service
- Block Party Screening: Screen Suppliers and clear possible hit matches

Training and Capacity Building

- Coordinate and conduct ProVision System Training to Supply Chain Staff, Operations Team, Finance Staff and Suppliers to understand WVI Procurement Policies, Processes, procedures and ProVision Systems adaptation
- Conduct Partners' / Sub-Grantees' capacity assessment and capacity building plans as per set framework / guidelines.
- Train the Partners / Sub-Grantees based on the approved capacity building plan, monitor progress. Coordinate with internal stakeholders in monitoring the progress and submit progress reports to the management.

Data Management, Analysis and Reporting

- Collect and analyze organization-wide data to support decision-making
- Compile and Submit Weekly Requisitions Report and Bi-Weekly Reports.
- Prepare and submit Monthly Report, Quarterly Report and Annual Report



Qualifications/Education/Knowledge/Technical Skills and Experience.

The following may be acquired through a combination of formal or self-education, prior experience or on-the-job training:

Essential and Desirable experience

- Minimum of 8 years in Supply Chain Management or Logistics and Procurement and at least 4 years of relevant experience in Emergency Logistics and Supply Chain Management in Disaster Context and Emergency Response Context
- Experience managing statutory Internal Audits and donor audits in Disaster Context and Emergency Response Context
- Substantive experience working in the NGO setting with multiple donor funds and meeting different donor requirements
- Proven experience in supervision of staff within different expertise in logistics, procurement and warehouse management
- Demonstrated high proficiency in E-Procurement systems related to procurement, Logistics, Asset Disposal & Warehousing
- Excellent analytical and problem-solving skills
- Ability to present information clearly and concisely in writing or verbally, with excellent written and spoken French
- Fluent in verbal and written English
- Ability to negotiate and influence, challenge and question
- Ability to create and maintain procurement, administrative, asset management systems.
- Able to prioritize own and others work to tight work deadlines.
- Master's degree in supply chain management or master's degree in Procurement and Logistics Management
- Added advantage is Professional certification in CIPS UK Level 4 (Chartered Institute of Procurement and Supply)

HOW TO APPLY

Interested candidates (**Both South Sudanese Nationals and International**) who meet the above criteria should submit their application, cover letter and an updated CV with at least three referees with their



telephone and email contacts. Address your application to **The Human Resource Manager, World Vision South Sudan**

Interested applicants should apply through the link:

Advert Duration	16 th April -4 th May 2026
Apply using the email	recruitsdno@wvi.org

Please note that only shortlisted candidates shall be contacted and documents once submitted will not be returned to the candidates.

World Vision is a child-focused organization that is committed to safeguarding all children as well as adult project participants and has zero tolerance for incidents of violence or abuse against children or adults, including sexual exploitation or abuse, committed either by employees or others affiliated with our work. Therefore, World Vision does not hire staff whose background is not suitable for working with children or vulnerable adults, even if their role does not interact directly with them.

Disclaimer: World Vision in South Sudan is a reputable organization that values transparency and fairness in its recruitment process and does not solicit any money for any job application. We encourage all job seekers to be cautious of any job ads that require payment or personal information upfront. If you have any questions or concerns about our job ads or recruitment process, please do not hesitate to contact us directly.

