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SOH-3
MOL
H. G. M.
11/9/2025
01 SEP 2025
REPUBLIC OF SOUTH SUDAN

POSITION : Procurement Manager
ORGANISATION : African Parks Network
LOCATION : Badingilo National Park Head Quarter
REPORTING TO : Field Operations Manager
DURATION : One Year, Renewable
EXPECTED START DATE : **As Soon As Possible**

BACKGROUND:

African Parks is a non-profit conservation organization that takes on the complete responsibility for the rehabilitation and long-term management of national parks in partnership with governments and local communities. We currently manage 22 national parks and protected areas in 12 countries covering over 20 million hectares in: Angola, Benin, Central African Republic, Chad, the Democratic Republic of Congo, Malawi, Mozambique, Republic of Congo, Rwanda, Zambia, Zimbabwe, South Sudan and Ethiopia.

Bandingilo National Park is located in South Sudan's equatorial region with a combined area of 30,000 KM². The parks host the second largest wildlife migration in the world that covers over 120,000 KM², and provide habitat for large populations of hartebeest, buffalo, elephant, giraffes and lions.

JOB OVERVIEW:

The Procurement Manager is responsible for ensuring that we purchase the goods and services that will best help us achieve our goals, while finding supplier partners that strike a balance between quality and cost.

MAIN ROLES & RESPONSIBILITIES:

- Establish and implement procurement systems, procedures, and compliance controls.
- Develop annual and monthly procurement plans in line with park needs
- Maintain a supplier database and establish framework agreements where possible
- Oversee tendering, bid analysis, and contract management
- Ensure transparent, cost-effective, and timely procurement of goods and services
- Work closely with storekeepers to align procurement with inventory levels
- Provide regular procurement and compliance reports to management





EDUCATION AND EXPERIENCE:

- Degree in Procurement, Logistics, Business Administration, or related field
- Minimum 5 years' progressive procurement experience, preferably in NGOs or conservation projects
- Strong knowledge of procurement and supply chain rules and compliance
- Excellent planning, negotiation, and leadership skills
- Computer literacy (MS Office, inventory/procurement software)

HOW TO APPLY:

To apply, please email your CV and cover letter to ssrecruitment@africanparks.org or hand delivery to **African Parks office Thonping, Synergy Suites – Plot No 849, Block No 3-K South** by **Wednesday, 24th September 2025**. Please mention the position name in the subject line of the email.

In case you do not hear from us within two weeks after the closing date, this means that your application was not successful. We thank you for your interest in working for African Parks.

