

STRATEGIC INSIGHTS CONSULTANTS (K) LTD

Transformation Towards Excellence



CAREER OPPORTUNITY

SUPPLY CHAIN & LOGISTICS MANAGER

Strategic insights Consult (K) Ltd is a progressive Human Resource Management Consultancy company that is committed to providing end to end HR solutions and provides a wide range of consultancy services. Our services include Recruitment & Headhunting, Executive Search, HR Advisory Services, Performance Management and Requisite Technology, Job Evaluation, Strategy and Operations, Learning & Development, HR Audits, HR Outsourcing, Organization Design & Change, Leadership Branding, Baseline Surveys, and Competency Development. We provide strategic support and advice as well as flawless administration and execution of Human Capital programs, best practice advice and solutions tailored for the business environment with both local & global perspectives.

Our Client is a market leader in material handling solutions which includes lifting Equipment and Warehousing Solutions, Construction Equipment Solutions among others and looking to hire an enthusiastic and results driven **Supply Chain & Logistics Manager**. Are you looking for an exciting Challenge?

Location: Nairobi

ROLE OVERVIEW

Ensure the efficient and smooth running of the Supply Chain and Logistics Department.

Key Responsibilities:

1. Manage movement of products / equipment / materials into the country in accordance with policy and procedure.
2. Prepare, submit and manage the necessary documents in a timely and accurate manner for efficient, cost effective and lawful execution of import activities.
3. Maintain and share with colleagues as appropriate all relevant import procedures, tariffs, duties, license and restrictions.
4. Ensure timely payments are Affected to relevant imports suppliers, facilitate timely duty payments
5. Execute customs security bonds.
6. Confirm accuracy of declarations and authenticity of warehousing inbound and outbound of bonded warehouse.
7. Liaise with resident customs officer to ensure seamless customs processes.
8. Coordinate and liaise with contracted customs service providers on logistical issues.
9. Manage financial and currency processes and transaction in accordance with policy to optimize cost effectiveness of activities.
10. Anticipate; research and report on future changes in import laws and in relevant local territory practices and ensure the knowledge is factored into the planning of the company strategy, resources and procedures.
11. Plan and implement import strategy and activities consistent with overall aims and requirements of the organization.

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12. Use personal judgment and initiative to develop effective and constructive solutions to challenges and obstacles in import activities and procedures as well as maintain.
13. Investigate, plan and implement strategically effective and relevant transport methods which meet optimally the needs of the organization and its suppliers and customers if and when applicable.
14. Build and maintain strategic, professional, and ethical relationships with external entities in the industry.
15. Ensure that transportation of merchandise to the end user is arranged, planned, and executed.
16. Review third party invoices for payment
17. Monitor the delivery of all goods and services to ensure that items are delivered as per orders and advice user departments of any deviation
18. Ensure that all suppliers have gone through the prequalification processes before engaging business with them.
19. Manage the local and overseas buying process ensuring it is timely, efficient, effective and budget compliant
20. Ensure that contractual obligations to suppliers are met at mutually beneficial terms both to the company & to the supplier
21. Any other duties assigned by management.

Academic Qualifications / Skills & Experience

1. Bachelor's degree or Higher Diploma in Logistics and Supply Management.
2. Professional Qualifications / Membership to professional bodies Must be a member of Kenya Institute of Supplies and Management (MKISM). Membership to Member of Chartered Institute of Purchasing Supplies (MCIPS) will be an added advantage.
3. Experience in Imports EAC Common External Tariff documentation; hands on customs documentation and clearance of goods.
4. Knowledge of declaration of Imports/ Exports/transit.
5. Certification in Kenya revenue authority (KRA) KenTrade system and integrated customs management system (ICMS) will be an added advantage
6. At least 5 years' experience in air and sea freight forwarding, tracking and logistics.
7. Ability to manager own workflow and to meet deadlines while responding to frequent demands of clients (internal and external).
8. Ability to work in a rapidly changing and growth-oriented environment with regularly changing priorities and developing opportunities.
9. Driven, organized and resourceful with ability to prioritize.

Compensation: Ksh150,000/-

Suitable candidates to send CVs/ applications to Email: jobs@strategicinsightconsultants.co.ke indicating "Supply Chain & Logistics Manager" as the Subject by 10th November, 2022 indicating current salary.

Due to urgency, applications & Interviews will be done on a rolling basis. Only qualified candidates will be contacted.

Strategic Insights Consultants Ltd is a recruitment agency that adheres to equal opportunity principles and does not discriminate the applicants on any basis.