Senior Procurement Officer (Sandton, South Africa)

JOB ADVERT: SENIOR PROCUREMENT OFFICER

Location: Sandton, South Africa | **Department:** Procurement | **Function:** Commercial and Stakeholder Management

Reports to: Manager: Procurement and Supply Chain

Who We Are

The Republic of Mozambique Pipeline Investments Company (ROMPCO) is a joint venture between the government of South Africa (represented by the South African Gas Development Company (iGas)), the government of Mozambique (represented by Companhia Moçambicana de Gasoduto (CMG)), and Sasol. ROMPCO was formed to transport natural gas from Mozambique's Pande and Temane gas fields to markets in both Mozambique and South Africa, for the economic benefit of the region.

Purpose of the Role

ROMPCO is seeking a suitably qualified and experienced Senior Procurement Officer to support the effective delivery of procurement activities across the business. The successful candidate will execute sourcing and procure-to-pay activities in line with approved procurement policies, governance requirements and category sourcing plans, while supporting supplier onboarding, contract administration, supplier performance monitoring and accurate procurement reporting.

Key Responsibilities

- Assist in implementing B-BBEE and localisation procurement initiatives, including quarterly reporting.
- Execute strategic sourcing activities, including supplier evaluations, commercial comparisons and sourcing recommendations.
- Process purchase requisitions, RFQs and purchase orders in accordance with procurement procedures and delegations of authority.
- Coordinate supplier onboarding, compliance documentation, due diligence and supplier record management.
- Support contract administration, including contract drafting coordination, amendments, renewals, close-out and contract performance monitoring.
- Provide procurement support to internal stakeholders and advise on procurement processes, protocols and turnaround expectations.
- Maintain procurement governance, accurate records, reporting and audit evidence in line with company standards and regulatory requirements.

Minimum Requirements

- Advanced Diploma in Supply Chain Management, Procurement, Commerce or equivalent.
- Minimum of 4 years' procurement experience, including sourcing, procure-to-pay, negotiation, contract management and supplier relationship management exposure.
- Valid driver's license.
- Working knowledge of procurement systems, preferably SAP or a similar ERP system.

Advantageous

- Degree in Supply Chain Management, Procurement or equivalent.
- Professional certification such as CIPS, CPM or CPSM.
- At least 2 years' procurement experience in engineering, energy infrastructure or similar technical environments.

Key Competencies

- Supply chain and procurement management knowledge.
- B-BBEE and localisation framework understanding.
- Contract management and commercial acumen.
- Strong communication, negotiation, reporting and problem-solving skills.
- Analytical thinking, attention to detail, ethical conduct and ability to collaborate across functions.

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Application Process

Interested candidates are invited to submit a comprehensive CV to the HR Manager via email at recruitment@rompco.co.za. Please indicate **Senior Procurement Officer** in the subject line. Alternatively, please apply via the link below:

https://url.za.m.mimecastprotect.com/s/8XQzCqjXLmhkR3KsZfKKiEgb1L?domain=pnet.co.za

Closing date: 25 September 2026. Late applications will not be considered.

ROMPCO is an equal opportunity employer and is committed to fair and transparent recruitment practices. Appointments will be made in line with applicable employment legislation and organisational requirements.

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