



JOB ADVERTISEMENT DIRECTOR GENERAL

The Lesotho Public Procurement Authority (LPPA) is a government entity established by the Public Procurement Act No. 3 of 2023. The LPPA's role is to regulate institutional structures and manage public procurement, ensuring transparency and efficiency in the process.

LPPA invites applications from suitably qualified and experienced interested candidates for the following position: **Director General**

JOB PURPOSE

The Director General of the Lesotho Public Procurement Authority (LPPA) is responsible for providing strategic leadership and oversight to ensure the effective implementation of public procurement processes. This role involves driving the mission and vision of the LPPA, ensuring compliance with procurement laws and regulations, fostering stakeholder engagement, promoting transparency, accountability, fairness, and efficiency within the procurement environment. As the Chief Accounting Officer of the LPPA, the Director General, through ethical visionary leadership and effective management, will guide the LPPA in achieving its mandate, delivering high-quality services, and maintaining the highest standards of integrity in public procurement.

Duties and Responsibilities:

1. Lead and Oversee Strategic and Operational Functions.

- Develop and implement a cohesive strategy that aligns with LPPA's goals and drives the LPPA's mission forward.
- Ensure all operational activities are streamlined and support long-term strategic objectives.
- Allocate and manage resources, including human, financial, and technological resources, to support operational needs and strategic initiatives
- Implement performance management systems to assess, develop, and optimize employees and the LPPA's overall performance.
- Ensure compliance with regulatory requirements, internal policies, and best practices, while managing operational risks proactively

2. Board Reporting and Advisory

- Regularly advise and update the LPPA Board on program progress, issues, and risks.
- Facilitate informed decision-making by providing strategic insights and recommendations.

- Implement decisions made by the LPPA's Board to ensure effective execution of policies and strategies.
- Reporting to Parliament as needed.
- 3. Procurement Oversight and Compliance**
 - Ensure compliance with the Public Procurement Act, 2023 and related regulations across all procuring entities.
 - Enforce adherence to procurement laws, standards, and best practices.
 - Ensure each procuring entity establishes and effectively operates procurement and tender evaluation committees, optimizing their effectiveness in enhancing procurement processes
 - Oversee the execution of contracts by procuring entities, including those granted by the central tender board.
- 4. Financial Management, Accountability and Planning**
 - Lead the Authority's annual budget preparation for presentation to the Board and the Minister.
 - Certify fund availability for procurement activities and ensure appropriate financial allocation and utilisation.
 - Facilitate development of procurement plans and oversee they are aligned with budgetary and financial frameworks for effective resource utilization.
 - Ensure that the Authority's finances are appropriately audited as required by the Procurement Act 2023.
 - Authorize and approve all LPPA financial transactions and/or funds disbursements
 - Develop policies to ensure the transparent and efficient use of LPPA resources.
 - Monitor the financial performance of the LPPA to ensure financial viability and stability
- 5. Policy Development, Capacity Building, and Innovation**
 - Lead the development and advocacy of policies that enhance procurement efficiency and transparency.
 - Collaborate with stakeholders to implement policy reforms aligned with LPPA's strategic objectives.
 - Implement programs to build procurement capacity and capability within the LPPA and among procuring entities through training and professional development.
 - Foster a culture of innovation and continuous improvement in procurement practices and processes, integrating technological advancements and best practices to optimize procurement outcomes and efficiency.
- 6. Stakeholder Engagement and Liaison**
 - Lead liaison with key stakeholders to ensure appropriate linkages for effective implementation of the Procurement Act 2023.

Terms of Contract

- Six-year (6) fixed-term contract. Performance will be reviewed annually during the term.

Qualifications and Experience

- Masters in Supply Chain/Logistics /Procurement, Master's degree in business administration, Management, Public Administration, LLM, or a related field.
- Minimum of fifteen (15) years' experience in public procurement, with at least five (5) years in an executive leadership role.

Knowledge, skills and behavioural attributes

- Strategic planning and execution skills to align organizational goals with operational activities.
- Strong leadership abilities to guide and motivate teams toward achieving strategic objective
- Effective communication skills to collaborate with diverse stakeholders and build partnerships
- Knowledge and understanding of public financial management practices and public procurement processes.
- In-depth understanding of local and international corporate governance principles,
- Knowledge of Enterprise Resource Planning (ERP) System

Duty Station and Facilities to Offered

The duty station of the Director General will be in Maseru. However, travel outside Maseru for work-related purposes may be required. Additionally, the Director General will be provided with a fully furnished office, including necessary communication facilities, to effectively perform their duties.

Disclaimer:

All shortlisted candidates will undergo a managerial competency assessment and personnel suitability checks, including criminal record, financial records. Shortlisted candidates will be required to provide qualification verification from the Council on Higher Education of Lesotho.

Correspondence will be limited to shortlisted candidates. If you are not contacted, please consider your application unsuccessful. The successful candidate must complete a financial interests declaration form within one month of appointment.

Submission:

Interested, suitably qualified and experienced candidates should submit their applications cover letter, detailed CV with names and addresses of three contactable referees and certified copies of academic certificates to: **Director Human Resources**

**Ministry of Finance and Development Planning
Finance House, 3rd Floor, Room 3007
Government Complex, Maseru**

Or email to mamaphatsoe.maphatsoe@gov.ls

By Friday, 23rd August 2024 at 16:00 Hours