



SUPPLY CHAIN MANAGEMENT UNIT

PROCUREMENT SPECIFICATIONS FORM (R 30 000 – R 200 000)

Assessment of positions.

Kindly obtain quotations for our office for the following:

SPECIFICATIONS

DESCRIPTION

This proposal outlines approach to conduct assessments for the following positions:

1. Assessment of the Chief Operating Officer
2. Assessment of All Executive Directors
3. Assessment of All Directors

The purpose of the project would be to assess all staff against the requirements of their positions to provide information about the following:

- Intellectual functioning and problem-solving ability
- Individual preferences with regard to interpersonal preferences – how they relate to others, deal with conflict, et cetera
- Individual preferences and orientation towards dealing with stress, need for variety in their work environment, et cetera
- Individual strengths and development areas
- Capacity to develop to more senior levels within the organization
- Information on how the individual perceive his/her own strengths and development areas
- Information on how the individual's manager perceives their areas of strength and development
- Specific information on proposed development areas

All of this information will form the basis of establishing whether an individual is competent to perform their job function. Following the assessment, a detailed report for each position should be presented to the District Municipality.