



## **JOB VACANCY - HEAD OF SUPPLY CHAIN**

Mater Misericordiae Hospital, a leading healthcare provider in East and Central Africa, has an excellent career opportunity. Mater Misericordiae Hospital offers exceptional, compassionate, and Christ-centred healthcare services to our clients through an innovative, engaged, and competent workforce. The successful candidate will fill in the above position:

### **POSITION SUMMARY:**

Reporting to the Chief Executive Officer, the Head of Supply Chain provides strategic leadership and oversight of procurement, logistics, and inventory management to ensure efficient, transparent, and cost-effective supply of pharmaceuticals, medical equipment, consumables, and services. The role ensures compliance with regulatory requirements, drives supply chain efficiency and cost optimization, and supports high-quality patient care through reliable supply management.

### **DUTIES**

- Develop and implement the hospital's Supply Chain Strategy aligned with the hospital's strategic plan.
- Lead initiatives to modernize supply chain processes through automation, digital systems, and data analytics.
- Provide strategic guidance to executive management on supply chain risks, opportunities, and cost optimization.
- Serve as a member of the hospital's senior leadership team, contributing to organizational strategy.
- Provide oversight for all procurement activities, including pharmaceuticals, medical equipment, consumables, and services.
- Ensure procurement processes are transparent, compliant, and aligned with procurement laws and hospital policies.
- Oversee tendering processes, supplier selection, and contract management.
- Establish procurement policies, procedures, and internal controls.
- Develop long-term partnerships with key suppliers and distributors.
- Negotiate strategic contracts to achieve cost efficiencies and quality assurance.
- Establish supplier performance management systems and conduct supplier audits.
- Ensure supply chain operations comply with national regulations and healthcare standards.
- Oversee compliance with regulatory bodies such as the Pharmacy and Poisons Board and the Kenya Bureau of Standards.
- Implement risk mitigation strategies related to supply disruptions, counterfeit products, and procurement fraud.
- Develop and manage the supply chain budget. Monitor procurement spending and identify cost-saving opportunities.
- Lead initiatives to reduce supply chain costs while maintaining quality and patient safety.
- Provide leadership to procurement, logistics, stores, and inventory teams.
- Build capacity through training and professional development.
- Promote ethical procurement practices and accountability within the supply chain team.

### **Required Qualifications for the Position**

- Bachelor's Degree in Supply Chain Management, Procurement, Logistics, Business Administration, or related field.
- Master's Degree in Supply Chain Management, Business Administration, Strategic Management, or related discipline is preferred.
- Professional certification in procurement such as CPSP-K. Membership with the Kenya Institute of Supplies Management (KISM).
- Minimum 10–12 years' experience in supply chain or procurement management. At least 5–7 years in senior leadership, preferably within healthcare institutions

If you are interested in the above position and you meet the requirements listed, please send your application together with a detailed CV, Copies of Academic Certificates, three [3] referees and include their telephone contacts and email address to [hrrcruit@materkenya.com](mailto:hrrcruit@materkenya.com) to reach us not later than **10<sup>th</sup> April 2026**.

Only shortlisted candidates will be contacted.

**Please note that Mater Misericordiae Hospital does not charge any fee at any stage of our recruitment process.**