



LIMPOPO
PROVINCIAL GOVERNMENT
REPUBLIC OF SOUTH AFRICA

**DEPARTMENT OF
AGRICULTURE AND RURAL DEVELOPMENT**

Reference : S4/1
To : ALL HEADS OF DEPARTMENT: LIMPOPO PROVINCIAL
GOVERNMENT
Subject : ADVERTISEMENT OF POSTS

**LIMPOPO PROVINCIAL GOVERNMENT: DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT
VACANCY CIRCULAR NO. 26 OF 2024.**

Limpopo Department of Agriculture and Rural Development is an equal opportunity, affirmative action employer with clear employment equity targets. Applications are hereby invited for the filling of the vacant posts, which exist in the Limpopo Department of Agriculture and Rural Development as outlined on the attached "Annexure A". Women and people with disabilities are encouraged to apply.

APPLICATIONS : Applicants must quote the relevant reference number on the application and apply on the following website: <https://erecruitment.limpopo.gov.za> or the below addresses: **Head office: Polokwane; Tompi Seleka College of Agriculture, Madzivhandila College of Agriculture; Mara Research Centre; Mokopane, Lephalale and Makhado Laboratory Services:** The Acting Head of Department, Limpopo Agriculture and Rural Development, Private Bag X9487, Polokwane 0700 or hand delivered to: Office 48, Temo Towers Floor 2, 67/69 Biccard Street, Polokwane, 0699.
Mopani District: The Director Mopani District Limpopo Agriculture and Rural Development, Private Bag X577, Giyani 0826 or hand delivered to: Old Parliamentary Building, Giyani 0826.
Waterberg District: The Director Waterberg District Limpopo Agriculture and Rural Development, Private Bag X1048, Modimolle 0510 or hand delivered to: NTK Building, Modimolle 0510.
Capricorn District: The Director: Capricorn District, Limpopo Department of Agriculture and Rural Development, Private Bag X28, Chuenespoort 0745 or hand delivered to: Block 28 Next to Traffic Government offices, Lebowakgomo.
Sekhukhune District: The Director: Sekhukhune District, Limpopo Department of Agriculture and Rural Development, Private Bag X01, Chuenespoort 0745 or hand delivered to: Block 27 Next to Traffic Government offices, Lebowakgomo.
Vhembe District: The Director: Vhembe District, Limpopo Department of Agriculture and Rural Development, Private Bag X2247, Sibasa 0970 or Physical address: Handed in at Makwarela Government offices.

67/69 Biccard Street, POLOKWANE, 0700, Private Bag X9487, Polokwane, 0700
Tel: (015) 294 3000 Website: <http://www.ldard.gov.za>

The heartland of Southern Africa - development is about people!

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CLOSING DATE : 20 September 2024

NOTE : Applications should be submitted on the prescribed 2021 Z83 form obtainable from all Government Departments or can be downloaded from www.gov.za. Applicants must utilize the most recent Z83 application for employment form as issued by the Minister for the Public Service and Administration in line with Regulation 10 of the Public Service Regulation, 2016, as amended, failure to do so will result in disqualification. The z83 form must be fully completed, duly signed, dated, and initialed by the applicant. The following must be considered in relation to completion of the new z83 form by the applicants: All the fields in Part A, Part C and Part D should be fully completed. In Part B, all fields must be completed in full except the following: South African applicants need not provide passport numbers. If an applicant responds "no" to the question 'Are you conducting business with the State or are you a Director of a Public or Private Company conducting business with the State?' then the answer to the next question "In the event that you are employed in the Public Service, will you immediately relinquish such business interests?" can be left blank or indicated as not applicable. A "not applicable" or blank response will be allowed on the question "if your profession or occupation requires official registration, provide date and particulars of registration", if you are not in possession of such registration. Noting there is limited space provided for Part E, F & G, applicants often indicate "refer to Curriculum Vitae (CV) or see attached", this is acceptable as long as the CV has been attached and provides the required information. If the information required is not provided in the CV, the applicant may be disqualified. It must be noted that a CV is an extension of the application of employment Z83, and applicants are accountable for the information that is provided therein. The question related to conditions that prevent re-appointment under Part F must be answered. The declaration should be completed and signed. The application must include only completed and signed Z83 form and A recently updated comprehensive CV (with detailed previous experience). Certified copies of Identity Document, Senior Certificate, and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the date of the interview date. The applicant may submit additional information separately where the space provided on z83 form is not sufficient. Applicants who apply for more than one position are requested to submit separate applications for each position they wish to apply for. Correspondence will be limited to short-listed candidates only due to the large number of applications we envisage to receive and if you have not heard from us within 90 days of the closing date, please accept that your application has been unsuccessful. However, should there be any dissatisfaction, applicants are hereby advised to, within 90 days, request reasons from the Department for any administrative

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action which has adversely affected them in terms of section 5(1)(2) of the Promotion of Administrative Justice Act 3 of 2000. By virtue of applying, you are consenting that the department should subject you to personnel suitability checks e.g. the verification of educational qualifications, previous experience, citizenship, reference checks, financial check, and security vetting. Candidates with foreign qualifications are advised to attach SAQA accreditation of their qualifications. Successful incumbents will be expected to sign a performance agreement within three months of the assumption of duty and be required to disclose their financial interest in accordance with the prescribed regulations. Note: Shortlisted candidates for Senior Management Services (SMS) will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency-based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency Assessment tool. In order to ensure that potential SMS members have a background on processes and procedures linked to the SMS, a further requirement for appointment at SMS level will be a successful completion of the Senior Management pre-entry certificate/programme as endorsed by the National School of Governance (NSG) with effect from 01st April 2020. This is a Public Service specific training programme which will be applicable for appointments at SMS level. The link for the completion of the SMS pre-entry certificate is as follows: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. All short-listed candidates will be required to have completed the pre-entry SMS certificate and be in possession of such prior to taking the post (submit such before appointment). Failure to comply with the above requirements will result in the disqualification of the application. The Department reserves the right not to make any appointment to the advertised posts. The employment decision shall be informed by the Employment Equity Plan of the Department. Note: Due to austerity measures, the department will not carry any related costs (transport, accommodation, and meals) for candidates attending interviews.

Note: The full contents of the advertised posts will be posted on the following websites: www.ldard.gov.za; www.dpsa.gov.za / and www.limpopo.gov.za, <https://erecruitment.limpopo.gov.za>



Mr. NOWATA MSJ
ACTING HEAD OF DEPARTMENT



DATE

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POST : **CHIEF DIRECTOR: AGRICULTURE REGULATORY AND TECHNOLOGY DEVELOPMENT (REF NO: LDARD 1/7/2024) (01 POST)**

SALARY : R1, 436, 022 per annum (Level 14), all-inclusive package to be structured in terms of applicable rules and guidelines.

CENTRE : Head Office: Polokwane

REQUIREMENTS : Grade 12 plus an appropriate undergraduate/ Bachelor's degree (NQF level 7) in Agriculture as recognized by SAQA. A Minimum of 5 years of experience at a senior managerial level in Agriculture. A valid driver's license (with exception of people with disabilities). Proof of completion of SMS pre- entry certificate must be submitted before appointed. **Knowledge, Competencies, and Skills:** Extensive knowledge and understanding of the legislative framework governing the Public Service. Experience and knowledge in agricultural research. Understanding of Agricultural Education and Training environment. Proven experience and thorough understanding of agriculture and rural development sector. **Core and Process Competencies:** Strategic capability and leadership, People Management and empowerment, Programme and project management, Financial Management, Change Management, Knowledge Management, Services delivery innovation, problem solving analysis, client orientation and customer focus, communication.

DUTIES : Provide high level strategic leadership and direction on policy and programmes development and implementation within the chief directorate. Manage and coordinate the provision of agriculture research and technology development services in animals. Manage and coordinate the provision of agriculture research and technology development services in crops. Manage and coordinate the provision of veterinary services. Manage and coordinate the provision of agricultural training services. Manage and utilise resources (financial, human, and physical) in accordance with relevant directives and legislation.

ENQUIRIES : Ms. Modiba MM (015) 294 3170, Ms. Mtswene PV Tel No: (015)294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587

POST : **CHIEF DIRECTOR: STRATEGY AND SYSTEMS (REF NO: LDARD 2/7/2024) (01 POST)**

SALARY : R1, 436, 022 per annum (Level 14), all-inclusive package to be structured in terms of applicable rules and guidelines.

CENTRE : Head Office: Polokwane

REQUIREMENTS : Grade 12 plus an appropriate undergraduate/ Bachelor's degree (NQF level 7) in Business Administration/Public Administration/ Strategic Management or related equivalent qualification as recognized by SAQA. A Minimum of 5 years of experience at a senior managerial level in Strategy and Systems. A valid

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driver's license (except for people with disabilities). Proof of completion of SMS pre-entry certificate must be submitted before appointed. **Knowledge, Competencies, and Skills:** Sound and in-depth knowledge of relevant prescripts and legislation as well as understanding of the legislative framework governing the Public Service. Ability to develop a perspective of the department's vision, mission & strategy. Thorough understanding of policy formulation and co-ordination. An understanding of corporate governance in all spheres of Government. Good background in turnaround and change management strategy. An understanding of strategic management processes. Proven experience and thorough understanding of agriculture and rural development sector. **Core and Process Competencies:** Strategic capability and leadership, People Management and empowerment, Programme and project management, Financial Management, Change management, Knowledge Management, Services delivery innovation, problem solving analysis, client orientation and customer focus, communication.

DUTIES : Provide high level strategic leadership and direction on policy and programmes development and implementation within the chief directorate. Oversee, manage, and facilitate the provision of strategic management, monitoring, and evaluation. Oversee, manage, and facilitate the provision of government information management and technology services. Oversee, manage, and facilitate the provision of legal services. Oversee, manage, and facilitate the provision of communication services. Manage and utilise resources (financial, human, and physical) in accordance with relevant directives and legislation.

ENQUIRIES : Ms. Modiba MM (015) 294 3170, Ms. Mtswene PV Tel No: (015)294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587.

POST : **DEPUTY DIRECTOR / PRINCIPAL (REF NO: LDARD 3/7/2024) (01 POST)**

SALARY : R 1 003, 890 per annum (Level 12), all-inclusive package to be structured in accordance with MMS dispensation.

CENTRE : Madzivhandila College of Agriculture

REQUIREMENTS : Grade 12 plus appropriate NQF level 9 professional qualification in Education/Agriculture or relevant equivalent qualification as recognised by SAQA. Registration as a facilitator, assessor and moderator. A minimum of 3-5 years appropriate experience at Junior Management/Assistant Director in Education or Agricultural environment. A driver's license (with exception of people with disabilities). **Knowledge, Competencies, and Skills:** Extensive knowledge and understanding of Public Service Act, Public Service Regulations, Relevant DPSA Prescripts. Computer literacy (Excel Spreadsheets, Power Point and Microsoft Word). Management skills. Negotiating skills. Analytical and Innovative thinking. Written and verbal

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	communication skills. Decision making. Strong leadership and team building skills. Policy development skills. Planning and organizing skills.
<u>DUTIES</u>	: Manage the provisioning of higher education & training. Manage the provision of Further Education and Training Programmes. Oversee quality assurance processes in higher and further education and training qualifications. Coordinate the creation of national and international linkages and strategic partnerships. Manage the resources of the Agricultural Training Institute. Manage and utilize resources (financial, human, & physical) in accordance with relevant prescripts.
<u>ENQUIRIES</u>	: Ms. Modiba MM (015) 294 3170, Ms. Mtswene PV Tel No: (015)294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587.
<u>POST</u>	: <u>DEPUTY DIRECTOR: LEARNER SUPPORT SERVICES (REF NO: LDARD 4/7/2024) (01 POST)</u>
<u>SALARY</u>	: R 849 702 per annum (Level 11), all-inclusive package to be structured in accordance with MMS dispensation.
<u>CENTRE</u>	: Tompi Seleka College of Agriculture
<u>REQUIREMENTS</u>	: Grade 12 Certificate plus an appropriate NQF level 9 qualification in Agriculture or equivalent qualification as recognised by SAQA. Registration as a facilitator, assessor, and moderator or PGCE qualification will be an added advantage. A Valid driver's licence (with exception of people with disabilities). A minimum of 3-5 years appropriate experience at Junior Management/Assistant Director in Learner Support Services. Knowledge, Competencies, and Skills: Extensive knowledge and understanding of Public Service Act, Public Service Regulations, Relevant DPSA Prescripts, legislative frameworks governing Education and training institutions. Counseling skills. Written and verbal communication skills. Decision making. Strong leadership, management and team building skills. Monitoring and evaluation of projects.
<u>DUTIES</u>	: Manage farmer skills and students practical training and development. Manage public/private partnership along commodity approach and value chain. Manage and oversee outreach, marketing for the college programs including orientation of schools at the college. Manage laboratory analytic services at the college. Developing strategic partnerships with relevant stakeholders and service providers to strengthen the college capacity to deliver its mandate and to oversee proper management and development of practical facilities at the college. Research and development in key college interest areas. Perform and oversee administrative and related functions.
<u>ENQUIRIES</u>	: Ms. Modiba MM (015) 294 3170, Ms. Mtswene PV Tel No: (015)294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587.

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<u>POST</u>	:	<u>ENGINEER PRODUCTION GRADE A (02 POSTS)</u>
<u>SALARY</u>	:	R 833, 499 per annum (OSD), all-inclusive package to be structured in accordance with OSD dispensation.
<u>CENTRE</u>	:	Mopani District (REF NO: LDARD 5/7/2024) (01 Post) Waterberg District (REF NO: LDARD 6/7/2024) (01 Post)
<u>REQUIREMENTS</u>	:	Grade 12 Certificate plus an appropriate Engineering degree (B Eng/ BSC (Eng) in Engineering or equivalent qualification as recognised by SAQA. Three years post qualification engineering experience required. Compulsory registration with ECSA as a Professional Engineer. A valid driver's licence (with exception of people with disabilities). Knowledge, Competencies, and Skills: <u>Technical Competencies:</u> Programme and project management. Engineering design and analysis knowledge. Research and development. Computer-aided engineering applications. Knowledge of legal compliance. Technical report writing. Creating high performance culture. Professional judgment. Networking. <u>Generic Competencies:</u> Decision making. Team leadership. Analytical skills. Creativity. Self-management. Financial management. Customer focus and responsiveness. Communication. Computer literacy. Planning and organising. Conflict management. Problem solving and analysis. People management
<u>DUTIES</u>	:	To perform all aspects of varied innovative and complex engineering activities that result in progress in technology and engineering applications. Design new systems to solve practical engineering challenges and improve efficiency and enhance safety. Human capital development. Office administration and budget planning. Research and development. Assist with final certificate issued for infrastructure construction
<u>ENQUIRIES</u>	:	Waterberg District: Mr. Matjiu SK Tel No: (014) 717 4949 or Ms. Kekana RM Tel No: (014) 717 1324 Mopani District: Ms. Malatji MA Tel No: (015) 812 3210 or Ms. Chaka NS Tel No: (015) 812 2275.
<u>POST</u>	:	<u>ASSISTANT DIRECTOR: RISK, ANTI-CORRUPTION AND INTERGRITY MANAGEMENT (REF NO: LDARD 7/7/2024) (01 POST)</u>
<u>SALARY</u>	:	R 444, 036 per annum (Level 9)
<u>CENTRE</u>	:	Head Office: Polokwane
<u>REQUIREMENTS</u>	:	Grade 12 plus appropriate NQF Level 6 qualification in Risk Management / Internal Audit / Policing / Accounting / Forensic Investigation or equivalent qualification as recognised by SAQA. A minimum of 03 years' relevant experience at supervisory position in Risk, Anti-fraud/Corruption investigations, Integrity, and Business Continuity. A valid driver's licence (with exception of people with disabilities). Knowledge, Competencies, and Skills: Extensive knowledge and understanding of Public Sector legislations and corporate governance guidelines in Risk, Anti-Corruption, Integrity, and Business

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Continuity Management. The Public Finance Management Act (PFMA), Public Service Act, Public Service Regulations, Public Sector Risk Management Framework, Prevention and Combating of Corrupt Activities Act, Public Service Anti-Corruption Strategy, Protected Disclosure Act, COSO and ISO. Computer literacy (Excel Spreadsheets, Power Point and Microsoft Word), Skill in administration of Risk Management System (Barnowl) as added advantage. Time Management, Communication (Verbal & Written), Computer Literacy and Presentation and Willing to work under changing and difficult circumstances. Planning and Organizing, Conflict Management, Analytical, Investigation, Client orientation and customer focus. People management and empowerment. Advocacy for risk and Business Continuity principles.

DUTIES : Implement Risk, Anti-Corruption, and Integrity Management Strategies. Facilitate and Implement risk management process in line with the Risk Management Framework. Conduct risk assessments, develop and monitor risks registers. Conduct investigation on reported cases of Fraud and Corruption. Compilation of Anti-Fraud and Corruption investigation reports. Assist to coordinate and implement the Business Continuity Management processes. Assist to coordinate and facilitate the ethics management process. Conduct educational and awareness on Risk. Fraud/ Corruption, Ethics /Business Continuity Management

ENQUIRIES : Ms. Modiba MM (015) 294 3170, Ms. Mtswene PV Tel No: (015)294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587.

POST

CONTROL FARM MANAGER (REF NO: LDARD 8/7/2024) (01 POST)

SALARY : R 444,036 per annum (Level 09)

CENTRE : Towoomba Research Station

REQUIREMENTS : Grade 12 plus an appropriate NQF level 6 qualification in Farm management/ Animal Production or equivalent qualifications as recognized by SAQA. Six (06) years appropriate experience in farming environment and three (03) years relevant experience as Farm manager. A valid driver's licence (with exception of people with disabilities). **Knowledge, Competencies, and Skills:** Knowledge of applicable farming methods. Managerial skills. Knowledge of project management. Knowledge of financial management as well as Human Resource Management. Extensive knowledge of and understanding of Public Service Act, Public Service Regulation, DPSA Prescripts. Computer Literacy (Excel Spreadsheets, Power Point and Microsoft Word) Public Finance Management Act, Legislations related to livestock husbandry and Natural Resources. Human Resource Management Legislations. Responsiveness; Pro-activeness. Professionalism; Accuracy; Flexibility; Independent; Co-Operative; Team player; Supportive; Flexible. Willing to work under changing and difficult circumstances. People Management and Empowerment, Programme, and

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project management. Financial Management, Change Management. Livestock husbandry. Knowledge management. Computer literacy.

DUTIES

: Ensure the management of natural resource i.e. Crop and Veld management systems; and environmental legislative compliance, co-ordinate farming activities i.e. livestock management; crop management; farm waste disposal; and practical demonstrations. Coordinates support for research/ training purposes by e.g. ensuring the availability of resources required for programmed research/training trials/ demonstrations etc. management of resource which would entail, inter alia the following: -Human Resource Management, Financial Management, Assets Management, and Infrastructure Management. Perform all administrative and related functions which would include, inter alia, the following: - Develop policy; Develop the operational plan; Provide inputs for the strategic plan, annual report etc; Compile reports as required; Provide technical advice and guidance to personnel; Co-ordinate farmers days; Serve on various committees; comply with the Public Service prescripts. Keep up to date with regard to the applicable prescripts, policies, procedures, technologies and new developments in the subject field.

ENQUIRIES

: Ms. Modiba MM (015) 294 3170, Ms. Mtswene PV Tel No: (015)294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587

POST

ASSISTANT DIRECTOR: SUPPLY CHAIN AND ASSET MANAGEMENT
(REF NO: LDARD 9/7/2024) (01 POST)

SALARY

: R 444,036 per annum (Level 09)

CENTRE

: Capricorn District

REQUIREMENTS

: Grade 12 plus an appropriate qualification NQF Level 6 in supply chain management, purchasing management, procurement, logistics or financial management or equivalent appropriate tertiary qualification as recognized by SAQA. A minimum of 03 years' relevant experience in a supervisory position within supply chain management environment. A valid driver's license (with exception of people with disabilities). **Knowledge, Competencies, and Skills:** Sound and in-depth knowledge of relevant prescripts and applications of supply chain and assets management as well as understanding of the legislative framework governing the Public Service, i.e. Public Finance management, Public Service Act, Public Service Regulations, etc. Program and project Management skills. Financial Management skills. Change. Management skills. Communication skills. Conflict Management skills. Policy. analysing skills. Report writing skills.

DUTIES

: Provide demand management services. Manage acquisition and purchasing services. Manage asset management services. Manage transport services. Render stores and warehousing services. Supervise subordinates and utilise

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resources (human and physical) in accordance with relevant directives and legislation.

ENQUIRIES : Ms. Sebatjane LD Tel No: (015) 632 8609 or Ms. Moeti M Tel No: (015) 632 8619.

POST : **SENIOR PERSONNEL PRACTITIONER: HUMAN RESOURCE SERVICES (REF NO: LDARD 10/7/2024) (01 POST)**

SALARY : R 376, 413 per annum (Level 08)

CENTRE : Mopani District

REQUIREMENTS : Grade 12 plus an appropriate qualification NQF level 6 in Human Resource Management /Human Resource Development / Public Management/Administration or equivalent appropriate tertiary qualification as recognised by SAQA. Minimum of 03 years' experience in Human Resource Services. Persal Training Certificates. **Knowledge, Competencies and skills:** Public Service Regulations, Public Service Act, EEA, Report writing, Communication skills. Knowledge of PERSAL system.

DUTIES Identification of budgeted vacant posts to be advertised. Writing of submission of budgeted vacant posts to Head Office for advertisement. Distribution of circulars for advertised posts. Receiving, scheduling of applications, shortlisting, interviews, invitations of candidates for interviews and formation of panel members. Provision of secretariat services. Implement appointment on PERSAL system. Notification of successful candidates and reporting of assumption of duty. Handling of transfers and translations. Handling of acting on higher posts. Capturing of probationary reports. Handling of exit interviews. Development of EE report, Updating of post establishment and vacancy rate. Handling of leave matters, Handling of pension matters, Handling of long service, handling of medical aid, Handling payment of leave gratuity, Handling of PILIR matters, Handling housing allowance, deductions and state guarantee. Termination of service on PERSAL system.

ENQUIRIES : Ms. Malatji MA Tel No: (015) 812 3210 or Ms. Chaka NS Tel No: (015) 812 2275

POST **COMMUNICATION OFFICER (REF NO: LDARD 11/7/2024) (01 POST)**

SALARY : R 376, 413 per annum (Level 08)

CENTRE : Waterberg District

REQUIREMENTS : Grade 12 plus an appropriate NQF level 6 qualification or equivalent qualification recognized by SAQA. At least three (03) years of experience in a communication environment on social media applications. A valid drivers' license (with exception of people with disabilities). Passion and proven work experience as Social Media Manager. **Knowledge, Competencies, and Skills:** Knowledge awareness of current news trends. Excellent writing, editing and proof-reading skills. Ability to package content for social media use. Training in social media use will be an added advantage. knowledge of communication

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principles, techniques, and tools. Problem and analysis. client orientation and customer focus. Excellent communication skills. Accountability and ethical conduct. Ability to work under pressure and deadlines.

DUTIES

: Develop and manage all social media platforms of the Department. Design and implement social media strategy to align with departmental campaigns and programmes. Communicate with followers and respond to queries in a timely manner. Write, edit, and distribute various types of content, including material for website update. Design and produce internal and external newsletters for the department. Develop and maintain working relationships media outlets. Develop and maintain a database of media organizations houses. Draft and issue media advisories. Establish departmental podcast. Coordinate projects or campaigns with Public and Private institutions. Coordinate the implementation of the departmental communication plan, management of branding and exhibitions of all departmental events.

ENQUIRIES

: Mr. Matjiu SK Tel No: (014) 717 4949 or Ms. Kekana RM Tel No: (014) 717 1324

POST

: **AGRICULTURAL ECONOMIST (05 POSTS)**

SALARY

: R 376, 413 per annum (Level 08)

CENTRE

: Capricorn North-Western (**REF NO: LDARD 12/7/2024**) (01 Post)

Mopani North (**REF NO: LDARD 13/7/2024**) (01 Post)

Waterberg North (**REF NO: LDARD 14/7/2024**) (01 Post)

Vhembe Central (**REF NO: LDARD 15/7/2024**) (01 Post)

Madzivhandila College of Agriculture (**REF NO: LDARD 16/7/2024**) (01 Post)

REQUIREMENTS

: Grade 12 plus an appropriate NQF level 8 qualification in Agricultural Economics/Agribusiness or equivalent qualification as recognised by SAQA. A minimum of 1-2 years working experience in Agricultural Economist. Valid driver's license (with exception of people with disabilities). **Knowledge, Competencies, and Skills:** Practical experience in the use of Microsoft Excel, Microsoft word, power point presentations. Good communication and presentations skills, Knowledge of economic and financial statements. Analytical techniques.

DUTIES

: Assist with research of developments/patterns/trends in agricultural sector. Assist with municipal area situational analysis to complete sector and/ or commodity specific profiles. Assist with identification of gaps/ threats and opportunities with impact to the sector and/ or farmers. Assist with facilitation of access to market and finance for farmers. Assist with provision of agricultural economic/ agribusiness advice to internal and external stakeholders. Assist with the development of Agribusinesses/ projects planning. Assist with the implementation and monitoring of departmental development programmes such as RAAVC, AgriBEE, Agro-processing and value chain. Assist farmers with

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certification e.g., SAGAP, and participation on Local Municipality economic development planning forums.

ENQUIRIES

- : Capricorn District: Ms. Sebatjane LD Tel No: (015) 632 8609 or Ms. Moeti M Tel No: (015) 632 8619
Mopani District: Ms. Malatji MA Tel No: (015) 812 3210 or Ms. Chaka NS Tel No: (015) 812 2275
Waterberg District: Mr. Matjiu SK Tel No: (014) 717 4949 or Ms. Kekana RM Tel No: (014) 717 1324
Vhembe District: Mammburu TD Tel No: (015) 963 2005 or Rathogwa MM Tel No: (015) 9632007.
Madzivhandila College of Agriculture: Ms. Modiba MM (015) 294 3170, Ms. Mtswene PV Tel No: (015)294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587

POST

- : **ANIMAL HEALTH TECHNICIAN (05 POSTS)**

SALARY CENTRE

- : R 376, 413 per annum (Level 08)
: Capricorn Northwestern (**REF NO: LDARD 17/7/2024**) (**02 Posts**)
Mopani West (**REF NO: LDARD 18/7/2024**) (**01 Post**)
Sekhukhune South Central (**REF NO: LDARD 19/7/2024**) (**01 Post**)
Vhembe Far North (**REF NO: LDARD 20/7/2024**) (**01 Post**)

REQUIREMENTS

- : Grade 12 plus an appropriate qualification NQF level 6 in Animal Health or equivalent appropriate tertiary qualification as recognised by SAQA. Compulsory registration with the South African Veterinary Council as Animal Health Technician. A valid driver's licence (with exception of people with disabilities). No experience required. **Knowledge, Competencies, and Skills:** Excellent interpersonal, communication and negotiation skills. Time management. Thorough knowledge of Animal Diseases Act, 1984 (Act 35 of 1984). Thorough knowledge of Animal Identification Act, 2002 (Act 6 of 2002). Knowledge of Meat Safety Act, 2000 (Act 40 of 2000). Thorough knowledge of specific diseases control programmes and eradication schemes. Knowledge of the PFMA. Computer proficiency. Report writing skills.

DUTIES

- : To render an Animal Health Regulatory Support Service in terms of the Animal Health Diseases Act (Act 35/1984). Implement disease control measures. Render a support service to the State Veterinarian with regard to animal disease control, reproduction and production advancement, sample collection and law enforcement. Assist in the provision of extension services on animal health to animal owners. Perform administrative and related functions, which would, inter alia, entail populating databases and compile and submit monthly and quarterly reports.

ENQUIRIES

- : Capricorn District: Ms. Sebatjane LD Tel No: (015) 632 8609 or Ms. Moeti M Tel No: (015) 632 8619.
Mopani District: Ms. Malatji MA Tel No: (015) 812 3210 or Ms. Chaka NS Tel No: (015) 812 2275
Vhembe District: Mammburu TD Tel No: (015) 963 2005 or Rathogwa MM Tel No: (015) 963 2007.

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Sekhukhune District: Ms. Laka MA Tel No: (015) 632 7000 or Ms. Mphahlele RS Tel No: (015) 632 7000.

<u>POST</u>	:	<u>AGRICULTURAL ADVISOR (REF NO: LDARD 21/7/2024) (05 POSTS)</u> (12 months fixed term contract)
<u>SALARY</u>	:	R 376 413 per annum (Level 08)
<u>CENTRE</u>	:	LDARD: Polokwane
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate minimum qualification NQF Level 8 in agricultural extension or equivalent appropriate tertiary qualification as recognised by SAQA. Compulsory registration with the South African Council for Natural Scientific Professions (SACNASP) or other applicable and recognized statutory body. A valid driver's license (with exception of people with disabilities). No experience required. Knowledge, Competencies, and Skills: Computer skills. Knowledge of extension methodology. Communication/presentation skills.
<u>DUTIES</u>	:	To promote sustainable development in the agricultural sector through the application of the appropriate extension principles and methods. Render scientific and technical advice to internal and external clients under mentorship to ensure sustainable development. Provide technical support in terms of planning, advice and after care for organized agriculture and other agricultural stakeholders. Provide technical support on Government funded projects (such as CASP, LRAD etc.) and also assist with planning, advice and after care. Promote sustainable production of Agricultural products. Involvement in research activities under guidance of seniors. Perform administrative and related functions. Keep up to date with regard to the applicable prescripts, policies, procedures, technologies and new developments to be able to render an efficient and effective extension service.
<u>ENQUIRIES</u>	:	Ms. Modiba MM (015) 294 3170, Ms. Mtswene PV Tel No: (015)294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587.
<u>POST</u>	:	<u>SENIOR STATE ACCOUNTANT: SUPPLY CHAIN AND ASSET MANAGEMENT (REF NO: LDARD 22/7/2024) (01 POST)</u>
<u>SALARY</u>	:	R 376, 413 per annum (Level 08)
<u>CENTRE</u>	:	Mopani District
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate qualification NQF Level 6 in supply chain management, purchasing management, procurement, logistics or financial management or equivalent appropriate tertiary qualification as recognized by SAQA. Minimum of 3 years' experience in supply chain management environment. A valid driver's license (with exception of people with disabilities). Knowledge, Competencies, and Skills: Knowledge: Understanding of the legislative framework governing the Public Service, i.e Public Finance Management Act, Preferential Procurement Policy Framework Act, Broad

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Based Black Economic Empowerment Act, Treasury Regulations, Public Service Act, Public Service Regulations, Labour Relations Act, etc. Competencies: Experience in LOGIS, BAS, CSD System, Public service procurement processes, financial management Skills: Analytical Skills, Good Communication, skills, Facilitation skills; Presentation skills; Report Writing Skills, Financial Management, Problem Solving, Planning & organizing, Time Management Coordination skills; Customer Service, people management. Personal Attributes: Pro-activeness, Professionalism; Accuracy; Flexibility; Independent; Responsiveness, Co-operative; Team player; Supportive, Willing to work under changing and difficult circumstances. Ability to work in a highly pressured environment.

DUTIES : Provide demand management services. Provide acquisition management. Provide purchasing management services. Supervise employees to ensure an effective supply chain management and undertake all administrative functions.

ENQUIRIES : Ms. Malatji MA Tel No: (015) 812 3210 or Ms. Chaka NS Tel No: (015) 812 2275.

POST : **SENIOR STATE ACCOUNTANT: FINANCIAL AND MANAGEMENT ACCOUNTING (REF NO: LDARD 23/7/2024) (01 POST)**

SALARY : R 376, 413 per annum (Level 08)

CENTRE : Mopani District

REQUIREMENTS Grade 12 plus an appropriate qualification NQF level 6 in Accounting/ Financial Accounting/ Financial Management as recognized by SAQA. A minimum of 2 years of experience in the Finance/Financial Reporting environment. A valid driver's license (except for persons with disabilities). **Knowledge, Competencies, and Skills:** Sound and in-depth knowledge of relevant prescripts and understanding of the legislative framework governing the Public Service i.e. Public Service Act, Public Service Regulations, Labour Relations Act, Public Finance Management Act, Experience of, and insight into legislation which impacts on financial management. Proven extensive experience in: - financial budgeting, reporting, revenue, expenditure, and accounting management. People Management Financial Management. Problem Solving. Planning & organizing Time Management. Good Communication skills; Diversity management; Facilitation skills; Co-ordination skills.

DUTIES: Provide financial budgeting management services. Provide financial revenue and expenditure management services. Facilitate the provision of financial accounting Compile reports. Supervise employees to ensure an effective financial and management accounting services and undertake all administrative functions.

ENQUIRIES : Ms. Malatji MA Tel No: (015) 812 3210 or Ms. Chaka NS Tel No: (015) 812 2275

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<u>POST</u>	:	<u>AGRICULTURAL RESOURCE TECHNICIAN (03 POSTS)</u>
<u>SALARY</u>	:	R 308 154 per annum (Level 07)
<u>CENTRE</u>	:	Vhembe West (REF NO: LDARD 24/7/2023) (01 Post) Vhembe North (REF NO: LDARD 25/7/2023) (01 Post) Sekhukhune East (REF NO: LDARD 26/7/2023) (01 Post)
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate qualifications NQF level 6 in Environmental Science/ Agricultural Management or equivalent appropriate tertiary qualification as recognised by SAQA. A minimum of 01-year experience in Agricultural environment, Development/Land care. A valid driver's licence (with exception of people with disabilities). Knowledge, Competencies, and Skills: Sound knowledge and understanding of engineering legislation and policy frameworks, Sound knowledge and understanding project management, Knowledge in surveying and design of all engineering type of projects e.g. contours, waterways, stock watering systems. Knowledge of computer. Determine the potential of soils for irrigation.
<u>DUTIES</u>	:	Planning and design of conservation structures in compliance with environmental and conservation legislations. Coordination of projects. Control the prescribed administration of financial aid schemes with regard to the conservation of natural resources and implementation of norms and standards as prescribed by DAFF. Manage and control extension services on land care. Study technological advances and best practices in order to perform land care functions according to the required standards.
<u>ENQUIRIES</u>	:	Vhembe District: Mammburu TD Tel No: (015) 963 2005 or Rathogwa MM Tel No: (015) 9632007 Sekhukhune District: Ms. Laka MA Tel No: (015) 632 7000 or Ms. Mphahlele RS Tel No: (015) 632 7000
<u>POST</u>	:	<u>PERSONAL ASSISTANT TO CHIEF DIRECTOR: STRATEGY AND SYSTEMS (REF NO: LDARD 27/7/2024) (01 POST)</u>
<u>SALARY</u>	:	R 308 154 per annum (Level 07)
<u>CENTRE</u>	:	Head Office: Polokwane
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate qualifications NQF level 6 in Management Assistant / Administration or equivalent appropriate tertiary qualification as recognised by SAQA. Minimum of 01-year experience in rendering support services. Knowledge, Competencies, and Skills: Language skills and the ability to communicate well with people at different levels and from different backgrounds, Good telephone etiquette, Computer literacy, Sound organisational skills, Good people skills, High level of reliability, Written communication skills, Ability to act with tact and discretion, Ability to do research

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and analyze documents and situations, Good grooming and presentation, Self-management and motivation, Knowledge on the relevant legislation/policies/prescripts and procedures, Basic knowledge on financial administration.

DUTIES : Provides a secretarial/receptionist support service to the Chief Director: Strategy and Systems. Perform typing work. Operates and ensure that office equipment, e.g. fax machines and photocopiers are in good working order. Records the engagements of the Chief Director. Render administrative support services. Provides support to Chief Director regarding meetings. Coordinates logistical arrangements for meetings when required. Support the manager with the administration of the Chief Director's budget. Study the relevant Public Service and departmental prescripts/policies and other documents and ensure that the application thereof is understood properly.

ENQUIRIES : Ms. Modiba MM (015) 294 3170, Ms. Mtswene PV Tel No: (015)294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587

POST : **ADMINISTRATION CLERK – ASSET ADMINISTRATION (REF NO: LDARD 28/7/2024) (01 POST)**

SALARY : R 216 417 per annum (Level 05)
CENTRE : Tompi Seleka College of Agriculture
REQUIREMENTS : Grade 12 or equivalent qualification as recognized by SAQA. No working experience required. **Knowledge, Competencies, and Skills:** Knowledge and understanding of Regulations, Acts, Policies and procedures governing Public Service. LOGIS system. Communication skills and Report writing skills. Responsiveness; Pro-activeness; Professionalism; Accuracy; Flexibility; Independent; Co-operative; Team player; Supportive; Flexible; Willing to work under changing environment.

DUTIES : To provide asset administrative services. To provide transport services. Receive inventory. Issue inventory to the end-users. Record keeping. Provide facilities services.

ENQUIRIES : Ms. Modiba MM (015) 294 3170, Ms. Mtswene PV Tel No: (015)294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587

POST : **SECRETARY: DISTRICT AGRICULTURAL ADVISORY SERVICES (03 POSTS)**

SALARY : R 216 417 per annum (Level 05)
CENTRE : Sekhukhune District (REF NO: LDARD 29/7/2024) (01 Post)
Mopani District (REF NO: LDARD 30/7/2024) (01 Post)
Waterberg District (REF NO: LDARD 31/7/2024) (01 Post)

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<u>REQUIREMENTS</u>	:	Grade 12 certificate with typing as a subject or any other training course/qualification that will enable the person to perform the work satisfactorily. NQF level 6 Qualification in Management Assistant/Public Management as recognised by SAQA will be an added advantage. Basic knowledge of Clerical administrative work. Knowledge, Competencies, and Skills: Language skills and the ability to communicate well with people at different levels and from different backgrounds. Good telephone etiquette. Computer literacy. Sound organisational skills. Good people skills. High level of reliability. Basic written communication skills. Ability to act with tact and discretion. Good grooming and presentation.
<u>DUTIES</u>	:	To render a secretarial support service to a Director: District Agricultural Advisory Services. Provides a secretarial/receptionist support service to the Director: District Agricultural Advisory Services. Provides a clerical support service to the office of the Director: District Agricultural Advisory Services. Remains up to date with regard to prescripts/policies and procedures applicable to her/his work terrain to ensure efficient and effective support to the office of the Director: District Agricultural Advisory Services.
<u>ENQUIRIES</u>	:	Sekhukhune District: Ms. Laka MA Tel No: (015) 632 7000 or Ms. Mphahlele RS Tel No: (015) 632 7000 Mopani District: Ms. Malatjie MA Tel No: (015) 812 3210 / Ms. Nkuna NS Tel No: (015) 812 2275 and Hlungwani G Tel No: (015) 812 3210 / 18 Waterberg District: Mr. Matjiu SK Tel No: (014) 717 4949 or Ms. Kekana RM Tel No: (014) 717 1324
<u>POST</u>	:	<u>SWITCHBOARD OPERATOR (Ref No: LDARD 32/7/2024) (01 POST)</u>
<u>SALARY</u>	:	R183 279 per annum (Level 04)
<u>CENTRE</u>	:	Madzivhandila College of Agriculture
<u>REQUIREMENTS</u>	:	Grade 12 or equivalent qualification as recognised by SAQA. Knowledge, Competencies, and Skills: Able to operate switchboard machines. Able to handle confidential information. Able to read and write. Good communication and interpersonal skills. Knowledge of Batho Pele Principle.
<u>DUTIES</u>	:	Attend to incoming and outgoing telephone calls. Transfer calls to relevant extensions. Provide clients with relevant information. Take messages and convey to relevant staff. Keep record of all outgoing calls. Print and issue telephone accounts. Maintain telephone database. Allocate pin codes when authorised. Identify and report telephone faults to the supervisor.
<u>ENQUIRIES</u>	:	Ms. Modiba MM (015) 294 3170, Ms. Mtswene PV Tel No: (015)294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587

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<u>POST</u>	:	<u>HANDYMAN (REF NO: LDARD 33/7/2024) (01 POST)</u>
<u>SALARY</u>	:	R155 148 per annum (Level 03)
<u>CENTRE</u>	:	Towoomba Research Station
<u>REQUIREMENTS</u>	:	Grade 10 / ABET / AET or an appropriate N3 certificate in either Carpentry, Plumbing, Electrical, Masonry or equivalent appropriate qualification as recognised by SAQA. Minimum one (1) year experience in Construction and maintenance of buildings and related infrastructure. Knowledge, Competencies, and Skills: Knowledge of maintenance tools and equipment. Safety regulations. Communication skills. Good interpersonal relation and knowledge of Batho Pele Principles. Buildings and related farm infrastructure maintenance experience and knowledge of various types of farm infrastructure and maintenance tools will be an added advantage. Driver's licence will be an added advantage
<u>DUTIES</u>	:	Maintenance of building, fitting and furniture. Conduct regular building inspections. Attend to minor electrical, plumbing, building and carpentry problems. Maintenance of office equipment, Repair broken furniture and equipment. Safekeeping of maintenance tools and supplies. Report defects.
<u>ENQUIRIES</u>	:	Ms. Modiba MM (015) 294 3170, Ms. Mtswene PV Tel No: (015)294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587
<u>POST</u>	:	<u>TRACTOR DRIVER (REF NO: LDARD 34/7/2024) (01 POST)</u>
<u>SALARY</u>	:	R 155 148 per annum (Level 03)
<u>CENTRE</u>	:	Towoomba Research Station
<u>REQUIREMENTS</u>	:	Basic education (literacy and numeracy - ABET level 2) certificate or equivalent qualification as recognised by SAQA. A minimum of 1 years' experience in operation of farm machinery and maintenance of water infrastructure. A valid driver's License Code EC1 with PDP (with exception of people with disabilities). N3 certificate or equivalent qualification in diesel mechanics as recognised by SAQA will be an added advantage Knowledge, Competencies, and Skills: Knowledge of Agricultural Equipment, Ability to Operate the Tractor. Basic diesel mechanic skills. Water/Diesel Engine maintenance skills. Knowledge of various types of farm equipment. Knowledge of Batho Pele Principles. Discing, planting, and harvesting of crop fields. Driving skills.
<u>DUTIES</u>	:	Operate specialised farming machinery and equipment (including implements). Operate a tractor with various implements (such as ploughs, Rippers, planters, crop sprayers etc.) attached to assist with the physical execution of various general farming activities. Perform vehicle maintenance and administrative

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support activities. Operate a specialised machinery (such as harvesters, drilling equipment, excavators etc.).

ENQUIRIES : Ms. Modiba MM (015) 294 3170, Ms. Mtswene PV Tel No: (015)294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587

POST : **HOUSEHOLD AID (REF NO: LDARD 35/7/2024) (01 POST)**

SALARY : R131 265 per annum (Level 02)

CENTRE : Tompi Seleka Agricultural College

REQUIREMENTS : Grade 10 or equivalent qualification as recognised by SAQA. Certificate in Hospitality. A valid driver's License (with exception of people with disabilities). **Knowledge, Competencies, and Skills:** Knowledge of cleaning and food services. Cleaning Skills. Problem Solving Skills. Time Management. Negotiations Skills. Communication Skills. Creativity and Innovation

DUTIES : To provide housekeeping services at the Agricultural Training Centre. Handle student matters. Provide hostel services. Ensure clean and healthy food. Provide accommodation logistical support.

ENQUIRIES : Ms. Modiba MM (015) 294 3170, Ms. Mtswene PV Tel No: (015)294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587

POST : **FARM AID (04 POSTS)**

SALARY : R131 265 per annum (Level 02)

CENTRE : Tompi Seleka College of Agriculture (Ref No: LDARD 36/7/2024) (01 Post)
Towoomba Research Centre (Ref No: LDARD 37/7/2024) (03 Posts).

REQUIREMENTS : Basic literacy and numeracy (ABET level 2) or equivalent qualification as recognised by SAQA. **Knowledge, Competencies, and Skills:** Basic literacy and numeracy. Able to read and write. Communication skills. Good interpersonal relation and knowledge of Batho Pele Principles. Farm work experience and knowledge of various types of farm activities will be an added advantage.

DUTIES : To perform routine manual farming activities. Perform routine activities in respect of crop production. Perform routine activities in respect of livestock. Perform general routine activities. Perform general routine activities in respect of infrastructure.

ENQUIRIES : Ms. Modiba MM (015) 294 3170, Ms. Mtswene PV Tel No: (015)294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587

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<u>POST</u>	:	<u>CLEANER (03 POSTS)</u>
<u>SALARY</u>	:	R131 265 per annum (Level 02)
<u>CENTRE</u>	:	Tomp Seleka College of Agriculture (Ref No: LDARD 38/7/2024) (01 Post) Madzivhandila College of Agriculture (Ref No: LDARD 39/7/2024) (01 Post) Mopani North (Ref No: LDARD 40/7/2024) (01 Post)
<u>REQUIREMENTS</u>	:	Grade 10 / ABET / AET or equivalent qualification as recognised by SAQA. Extensive experience in a cleaning environment. Knowledge, Competencies, and Skills: Basic literacy and numeracy. Able to read and write. Communication skills. Good interpersonal relations and knowledge of Batho Pele Principles. Knowledge of cleaning products/materials and equipment. Knowledge of operating cleaning equipment. Good interpersonal skills. Ability to work under pressure. Teamwork. Client focus and responsiveness. Be able to perform manual work. Show commitment and loyalty. Must be punctual, productive and show good behaviour towards customers. Knowledge of Batho Pele Principle. Health and safety measures. Working procedures in respect of working environment.
<u>DUTIES</u>	:	Cleaning of offices, storerooms, corridors, elevators, and boardrooms. Dust and take out waste and providing water during meetings. Refill aqua cooler/s washing walls and windows. Cleaning equipment and machinery. Cleaning windows and all general kitchen utensils. Scrubbing toilets and polishing office floors. Vacuum cleaning using vacuum machine. Provide toilet paper in the toilets. Keep and maintain cleaning materials and equipment.
<u>ENQUIRIES</u>	:	Ms. Modiba MM (015) 294 3170, Ms. Mtswene PV Tel No: (015)294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587 Mopani District: Ms. Malatjie MA Tel No: (015) 812 3210 or Ms. Nkuna NS Tel No: (015) 812 2275
<u>POST</u>	:	<u>GENERAL WORKER (03 POSTS)</u>
<u>SALARY</u>	:	R131 265 per annum (Level 02)
<u>CENTRE</u>	:	Mokopane Laboratory (REF NO: LDARD 41/7/2024) (01 Post) Makhado Laboratory (REF NO: LDARD 42/7/2024) (01 Post) Lephalale Laboratory (REF NO: LDARD 43/7/2024) (01 Post)
<u>REQUIREMENTS</u>	:	Grade 10 / ABET / AET or equivalent qualification as recognised by SAQA. Knowledge, Competencies, and Skills: Basic literacy and numeracy. Able to read and write. Knowledge of cleaning procedures and gardening principles. Ability to operate basic garden equipment and machinery. Knowledge of maintenance of relevant equipment. Good interpersonal relations Be able to work in a team. Be able to perform manual work. Show commitment and loyalty. Must be punctual, productive and show good behaviour towards customers. Communication skills.

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<u>DUTIES</u>	:	Maintain premises and surroundings. Maintenance and safekeeping of gardening equipment. Moving furniture and equipment as required. Removing garbage and empty boxes. Assist in receiving stock and goods. Reporting losses/damage to equipment. Loading and offloading of goods.
<u>ENQUIRIES</u>	:	Ms. Modiba MM (015) 294 3170, Ms. Mtswene PV Tel No: (015)294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587
<u>POST</u>	:	<u>GENERAL WORKER (REDLINE GATE/ GUARD/FENCE PATROLER (04 POSTS)</u>
<u>SALARY</u>	:	R131 265 per annum (Level 02)
<u>CENTRE</u>	:	Vhembe Far North (REF NO: LDARD 44/7/2024) (02 Posts) Mopani North (REF NO: LDARD 45/7/2024) (02 Posts)
<u>REQUIREMENTS</u>	:	Grade 10 / ABET / AET or equivalent qualification as recognised by SAQA. Knowledge and experience in Security Services will be an added advantage. Knowledge, Competencies, and Skills: Basic literacy and numeracy. Able to read and write. Communication Skills. Good interpersonal relations. Report writing.
<u>DUTIES</u>	:	To perform routine manual farming activities. Control over Movement of cloven hooved animals. Stop, register, and search vehicle from the redline area. Check meat, dairy product, dung, grass, hides, skins, etc. Confiscate and dispose of products. Open and close the gate. Report confiscated products to the supervisor for further attention. Conduct fence patrol. Routine check of the redline fence. Repair of fence breakage. Trace animal track along the redline fence. Clear bushes along the redline fence. Control over quarantined animals. Check permit for animal quarantined. Liaise with the Animal Health Technician for inspection. Keep records. Keep permits register. Kep register for quarantined animals. Keep register for vehicle movement.
<u>ENQUIRIES</u>	:	Vhembe District: Mammburu TD Tel No: (015) 963 2005 or Rathogwa MM Tel No: (015) 963 2007 Mopani District: Ms. Malatjie MA Tel No: (015) 812 3210 or Ms. Nkuna NS Tel No: (015) 812 2275