

DEPARTMENT OF AGRICULTURE, FORESTRY AND FISHERIES

It is the Department's intention to promote equity through the filling of posts, according to set Employment Equity targets. To facilitate this process successfully, an indication of race, gender and disability status is required.

- APPLICATIONS** : Human Communications has been retained to handle all responses. Please forward your application, quoting the relevant reference number, to P O Box 1305, Rivonia 2128 or hand deliver at 3 Autumn Street, Rivonia, or you can apply online at www.humanjobs.co.za Applications can also be submitted electronically to Human Communications via the e-mail or fax number indicated at each post or hand delivered at any one of the Department of Agriculture, Forestry and Fisheries Offices as indicated below (please place in the blue box marked for applications). Enquiries: Naomi Nortje tel. (011) 257-8012
Gauteng: Reception, Agriculture Place, 20 Steve Biko Street (formerly Beatrix Street), Arcadia, Pretoria
KwaZulu-Natal: Reception (5th Floor), Old Mutual Building, 185 Langalibalele Street, Pietermaritzburg
Limpopo: Reception (Ground Floor), Magistrates Building, 103 cnr Landdros and Munnik Streets, Makhado
Mpumalanga: Reception (Ground Floor), Permanent Building, 27 Brown Street, Nelspruit
Eastern Cape: King William's Town: Reception (Ground Floor), Old SABC Building, 2 Hargreaves Avenue
Mthatha: Reception (3rd Floor), PRD Building, Sutherland Street
Western Cape: Cape Town: Reception (Ground Floor), Foretrust Building, 3 Martin Hammerschlag Way, Foreshore
Stellenbosch: Reception (Support Building), Quarantine Station, Polkadraai Road
- CLOSING DATE** : 14 October 2016
- NOTE** : Applications must be submitted on a Z83 Form, obtainable from any Public Service department or on the Internet at <http://www.daff.gov.za/doaDev/doc/Z83.pdf> which must be physically signed and dated (an unsigned Z83 form will disqualify an application) and should be accompanied by a recently updated, comprehensive CV as well as legible copies of all qualification(s) (Matric Certificate must also be attached) and ID document and driver's licence (where applicable). Non-RSA Citizens/Permanent Resident Permit Holders must attach a copy of their Permanent Residence Permits to their application. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualifications Authority (SAQA). Failure to submit all the requested documents will result in the application not being considered. Correspondence will be limited to short-listed candidates only. If you have not been contacted within three (3) months of the closing date of this advertisement, please accept that your application was unsuccessful. Suitable candidates will be subjected to personnel suitability checks (criminal record check, citizenship verification, financial/asset record check, qualification/study verification and previous employment verification). Successful candidates will also be subjected to security clearance processes. Where applicable, candidates will be subjected to a skills/knowledge test. Successful candidates will be appointed on a probation period of twelve (12) months. The Department reserves the right not to make appointment(s) to the advertised post(s). Applications submitted via e-mail, fax or online must include the post title and reference number in the subject line and a scanned, signed and dated Z83 form (a Z83 form without a physical signature and date will disqualify an application) together with all relevant documents as indicated above. Persons with disabilities are encouraged to apply.

MANAGEMENT ECHELON

- POST 39/01** : **DIRECTOR: DG OFFICE SUPPORT REF NO: 333/2016**
Directorate: Dg Office Support
Branch: Office of the Director-General

This is a re-advertisement of Ref: 175/2016/, candidates who previously applied are encouraged to re-apply

The Department of Agriculture, Forestry and Fisheries is looking to appoint a dynamic individual with a passion for service excellence and a proven track record in rendering office support at an executive level to their Chief Directorate: Operations Support component in the Office of the Director-General. Reporting to the Chief Director: Operations Support, the incumbent will manage the Office of the Director-General and provide strategic support in order to ensure efficient and effective service delivery of the Department's mandate.

- SALARY** : R898 743 per annum (all-inclusive package)
CENTRE : Pretoria
REQUIREMENTS : The ideal candidate will possess a relevant degree or an undergraduate qualification (NQF level 7) as recognised by SAQA backed by 5 years experience at a middle/senior managerial level, including experience in financial and human resource management as well as diversity and change management. Applicants must have sound knowledge and understanding of the following: All relevant legislation and regulations that govern the Public Service including the Public Finance Management Act, 1999 (Act 1 of 1999) (PFMA) and Treasury Regulations, the Public Service Act, the Labour Relations Act, the Intergovernmental Relations Act, etc.;The white paper on the transformation of public service delivery (Batho Pele); Government policies, processes and protocols; Administrative and secretariat procedures ;Parliamentary and Cabinet procedures; Office management processes and procedures. Knowledge of the mandate of the Department as well as its new approaches and programmes will serve as an advantage.
- DUTIES** : The incumbent's key responsibilities will include, inter alia: Manage the workflow between DG's Office, Ministry and Department ;Manage the flow and dissemination of information in the Office and to the Department in an effective and efficient manner; Ensure the effective handling and finalization of all parliamentary matters; Prepare briefing notes and papers for the DG, undertake business intelligence; Maintain service delivery standards in terms of responding to complaints and enquiries; Provide executive administrative support services; Render management support services with regards to human resources, financial resources, procurement and logistical support services; Provide secretariat services to the Department.; Manage the resources of the Directorate.
- ENQUIRIES** : Ms BS Bopape, tel. 012 319 7375.
APPLICATIONS : daff17@humanjobs.co.za or fax: 086 537 5080
NOTE : NB: All shortlisted candidates 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 terms of the departmental employment equity target, priority will be given to African and Indian male and People with disability.

- POST 39/02** : **DIRECTOR: VETERINARY PUBLIC HEALTH REF NO: 334/2016**
Directorate: Veterinary Public Health
Branch: Agricultural Production, Health and Food Safety
The Department of Agriculture, Forestry and Fisheries is looking to appoint a dynamic individual with a passion to manage the sub program Veterinary Public Health in the Agricultural Production, Health and Food Safety Branch. Reporting to the Chief Director: Animal Production and Health, the incumbent will manage the Meat Safety Act, 2000 (Act No 40 of 2000) and Animal identification Act, 2002 (Act No. 6 of 2002).

- SALARY** : R898 743 per annum (all-inclusive package)
CENTRE : Pretoria
REQUIREMENTS : The ideal candidate will possess a relevant BVSc/ BVMCH degree and must be registered with the South African Veterinary Council (SAVC) as a Veterinarian under the provisions of the Veterinary and Para Veterinary Professions Act, 1982

(Act No. 19 of 1982). backed by 5 years experience in a managerial/senior / State Veterinarian position and sound knowledge and understanding of policies that govern veterinary public health issues as well as: All relevant legislation and regulations that govern the Public Service including the PFMA and Treasury Regulations, the Public Service Act, the Labour Relations Act, etc. Government imperatives and structures; The Medium Term Strategic Framework (MTSF), Government planning framework; The White paper on the Transformation of public service delivery (Batho Pele). Extensive knowledge of the national, regional and global trade environment with regard to food safety and quality assurance. A valid driver's licence and ability to drive and the ability to travel locally and internationally to carry out duties

DUTIES

: The incumbent's key responsibilities will include, inter alia: Manage the Meat Safety Act, 2000 (Act No. 40 of 2000) and Animal Identification Act, 2002 (Act No. 6 of 2002); Preparation of strategic and/or operational plans for Veterinary Public Health (VPH).; General high level management policy advice, problem solving and information sharing in respect of the components policy, legislation and prescripts in respect of Veterinary Public Health. Report on quarterly basis on the areas of functional responsibilities. Prioritise (re-prioritise) resources. •Undertake corporate representation in respect of Veterinary Public Health. Manage and comply with delegated responsibilities. Undertake efficient budgeting and expenditure control as well as procurement according to PFMA (Act No. 11 of 1999), treasury regulations and departmental prescripts. Plan for and manage transformation in the component; Serve on the Departmental Management Committee; Manage Veterinary Public Health through the setting and analyses of essential information and national standards; Control and certify the health status of animal products for imports and exports, including the co-ordination and implementation of policies of Veterinary medicines. Facilitate the implementation of meat safety regulatory services. Facilitate access to Veterinary Public Health Services. Manage animal identification. Liaise with provinces and other stakeholders with regard to management of Veterinary services. Ensure the management and development of human resources.

ENQUIRIES
APPLICATIONS
NOTE

: Dr MB Modisane, tel. 012 319 7463.
: daff18@humanjobs.co.za or fax: 086 537 4525
: NB: All shortlisted candidates 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 terms of the departmental employment equity target, priority will be given to African and Indian male and People with disability.

OTHER POSTS

POST 39/03

: **STATE VETERINARIAN REF NO: 314/2016**
Directorate: Veterinary Public Health

SALARY
CENTRE
REQUIREMENTS

: R612 822 per annum (all-inclusive package)
: Pretoria
: Applicants must be in possession of a BVSc/BVMCh degree and must be registered with the South African Veterinary Council (SAVS) as a Veterinarian. Relevant experience in monitoring of chemical residue and policy development related to control of veterinary drug and chemical residues. Knowledge of the regulatory framework for food safety and veterinary medicines under the Meat Safety Act, 2000 (Act 40 of 2000), Animal Diseases Act, 1984 (Act 35 of 1984), Fertilizers, Farm Feeds, Agricultural remedies and Stock remedies Act, 1947 (Act 36 of 1947) and Medicines and Related Substances Control Act, 1965 (Act 101 of 1965). Experience in auditing of establishments for compliance to food safety. Project management, policy development analytical and planning skills. Strategic management leadership and research skills. Ability to work under pressure and meet deadlines. Conflict resolution and knowledge and information skills. Good

communication skills (verbal and written). Extensive computer user knowledge and experience. A valid driver's licence.

DUTIES : Manage the national residue monitoring and the management of the Residue Control Programme (EU Export Programme) for the Directorate. Develop annual residue monitoring programmes for all commodities. Bovine tissues, ovine tissues, porcine tissues, poultry issues, milk, egg and honey bases on risk analysis. Conduct risk analysis (related to chemical/veterinary drugs). Assist in the development of the annual residue control programme (EU export programme) for ostriches, game and crocodiles. Liaison, representative and advisory functions: Liaise with the Provincial Directors, Deputy Directors and the Provincial Residue Coordinator with regard to risk analysis, planned programmes, sampling plans for the residue programme. Liaise with the national reference laboratory on analytical issues and around the residue programme. Audit establishments for compliance with the Meat Safety Act, 2000(Act 40 of 2000). Ensure equivalence and harmonisation with EU legislation. Participate in import and export activities within the Directorate. Develop legislation policies, standards, guidelines and programmes for the safe production of meat and other animal products. Perform all administrative and related functions.

ENQUIRIES : Dr M. Molefe, tel. (012) 319-7572
APPLICATIONS : daff10@humanjobs.co.za or fax: 086 762 3008
NOTE : In terms of the departmental employment equity target, priority will be given to African, White females and people with disabilities.

POST 39/04 : **CONTROL VETERINARY PUBLIC HEALTH OFFICER 2 POSTS REF NO: 315/2016**
 Directorate: Veterinary Public Health

SALARY : R389 145 per annum
CENTRE : Pretoria
REQUIREMENTS : Applicants must be in possession of a Bachelor's degree or National Diploma in Environmental. Extensive practical knowledge and experience in food safety monitoring. Extensive knowledge of the Meat Safety Act, 2000 (Act 40 of 2000) and other relevant legislations and policies. Extensive experience in the regulation of abattoirs and related establishments. Computer literacy. A valid driver's licence.

DUTIES : Take part in one or more programme designed to facilitate the aims of the Meat Safety Act. Identify needs for capacity building in the provinces and industry. Assist in drafting policies/procedures/protocols/legislation/norms and standards related to Veterinary Public Health. Audit Essential National Standards as applied by provinces and service provision agencies at abattoirs, according to Act 40 of 2000. Audit export establishments and perform administrative and related functions.

ENQUIRIES : Mr S. Brown, tel. (012) 319-7410
APPLICATIONS : daff11@humanjobs.co.za or fax: 086 537 5606
NOTE : In terms of the departmental employment equity target, priority will be given to African males and females and people with disabilities.

POST 39/05 : **ASSISTANT DIRECTOR: BLACK ECONOMIC EMPOWERMENT REF NO: 302/2016**
 Directorate: B-BBEE Charters Compliance

SALARY : R311 784 per annum
CENTRE : Pretoria
REQUIREMENTS : Applicants must be in possession of a three-year Bachelor's degree in Economics/Agricultural Economics/Business Management or a four-year Law degree. Bachelor's degree with Economics/Agricultural Economics as major subjects (you are required to furnish a credit certificate and/or statements of results) Appropriate experience in the Broad-Based Black Economic Empowerment environment (any economic sector) or Generic B-BBEE. In-depth knowledge of the B-BBEE Act, B-BBEE Code of Good Practice, B-BBEE Sector code and BEE Verification Methodologies. Excellent communication skills (verbal and written). Report-writing skills. Problem solving and interpersonal relations. Computer literacy in MS Office software (Word, Excel, PowerPoint and the

Internet). Ability to work under pressure meeting tight deadlines. A valid driver's licence.

DUTIES : Facilitate development of BEE legislation and policy for the forestry and fisheries sectors. Liaise with sector stakeholders on B-BBEE implementation. Render administrative support to working committees during development of relevant legislation and policies. Provide leadership and action-oriented management on pertinent issues. Supervise staff, ensure effective and control of financial and other resources. Provide regular progress reports and analytical documents to management of the Directorate.

ENQUIRIES : Mr R. Abercrombie, tel. (012) 319-8145
APPLICATIONS : daff12@humanjobs.co.za or fax: 086 537 4819
NOTE : In terms of the departmental employment equity target, priority will be given to African males and people with disabilities.

POST 39/06 : **CONTROL RESOURCE CONSERVATION INSPECTOR REF NO: 319/2016**
 Directorate: Climate Change and Disaster Management

SALARY : R311 784 per annum
CENTRE : Uppington
REQUIREMENTS : Applicants must be in possession of a Bachelor's degree in Agriculture or Environmental Management. Relevant experience. Good knowledge of Agricultural Pests Act, NEMA, NEMBA, Protected Areas Act, policy development, Public Service Act, Public Service Regulations, PFMA, Labour Relations Act, Water Act and GIS. Excellent communication skills (verbal, presentation and report writing). Knowledge of project planning and management. Computer literacy in MS Office software (Word, Excel, Outlook and PowerPoint). A valid driver's licence and the willingness to travel extensively as well as be away from home in the execution of duties.

DUTIES : Oversee, assess, activate and monitor locust outbreak (control). Oversee, assess, execute and monitor blackfly, quelea (bird) and armyworm outbreak. Conduct training and awareness campaigns and manage the depot. Supervise staff.

ENQUIRIES : Mr D.J. Tladi, tel. (012) 309-5743
APPLICATIONS : daff16@humanjobs.co.za or fax: 0865375052
NOTE : In terms of the departmental employment equity target, priority will be given to people with disabilities.

POST 39/07 : **ICT SYSTEMS ADMINISTRATOR REF NO: 294/2016**
 Directorate: Ict Service Delivery and Operations

SALARY : R311 784 per annum
CENTRE : Pretoria
REQUIREMENTS : Applicants must be in possession of a National Diploma/Degree in Information Technology or Computer Science. Experience in Microsoft (MS) server environment, Microsoft exchange Server, DHCP and Active Directory support environment, ITIL will be an added advantage. Proof of training in MCSE or MCITP. Knowledge of hardware/software troubleshooting and server operating systems. Good communication skills. Good collaborative skills. Attention to detail and ability to work well within a team.

DUTIES : Install and troubleshoot Microsoft Windows and exchange Servers as well as Active Directory Infrastructure. Secure the Windows Network Infrastructure, DHCP Network infrastructure maintenance. Analyse and escalate unresolved problems. Allocate IP addresses to required systems, fault resolution and incident management must be based on ITIL best practices. Maintain all servers based on Microsoft and ITIL best practices. Perform daily server checks.

ENQUIRIES : Mr S Gwarube/ Ms P. Matamo, tel. (012) 319-6514/6195
APPLICATIONS : daff15@humanjobs.co.za or fax: 086 537 4980
NOTE : In terms of the departmental employment equity target, priority will be given to African females and people with disabilities.

POST 39/08 : **AGRARIAN REFORM SPECIALIST REF NO: 301/2016**
 Directorate: Subsistence Farming

SALARY : R262 272 per annum

CENTRE REQUIREMENTS : Pretoria
: Applicants must be in possession of a Bachelor degree in Agriculture/Rural Development. Relevant experience in agriculture, food security and developmental research. Knowledge of project management, facilitation and PFMA. Analytical skills. Computer literacy. Planning and organising skills. A valid driver's licence.

DUTIES : Facilitate the development support programmes of Smallholder/Subsistence producers. Coordinate the identification of smallholder/subsistence producers across the country. Provide inputs in the development of policies for food security development programmes. Coordinate the support of smallholder development/subsistence producers. Implement smallholder/subsistence support strategy. Coordinate provincial land and district agrarian reform forums. Facilitate the implementation of policies for smallholder development/subsistence producer's support. Monitor and evaluate food security programmes in the provinces. Monitor the progress of subsistence/smallholder producers funded through CASP and other programmes. Ensure the alignment of business plan and programmes/projects in the provinces. Identify risk and challenges. Provide inputs in the development of guidelines and templates for the monitoring of food security programmes and verifying of CASP and Ilima-Letsema project programmes.

ENQUIRIES APPLICATIONS NOTE : Mr. Q. Nyoka, tel. (012) 319-6876
: daff13@humanjobs.co.za or fax: 086 537 4896
: In terms of the departmental employment equity target, priority will be given to African, Indian, White males, Coloured, Indian, White females and people with disabilities.

POST 39/09 : **SENIOR FORESTRY DEVELOPMENT OFFICER REF NO: 280/2016**
Directorate: Forestry Management (Other Regions)

SALARY CENTRE REQUIREMENTS : R262 272 per annum
: Pretoria
: Applicants must be in possession of a Bachelor degree or National Diploma in forestry/Developmental Studies/ Environmental Management studies. Relevant experience in the field of forestry. Knowledge of forestry sector, community dynamics, PFMS and Public Service Regulations. Good communication skills (verbal and written), planning and organising, interpersonal skills and project and programme management. Good understanding of National Veld and Forestry Fires Act and National Forests Act, 1998. Computer literacy (MS Office). Willing to work longer hours. A valid driver's licence.

DUTIES : The incumbent will be responsible to provide technical advice and support in terms of greening programs or initiatives for institutional development. Render support on the implementation of livelihood development programs or projects. Render support on the implementation of forestry enterprise development initiatives. Provide general administration support service.

ENQUIRIES APPLICATIONS NOTE : Mr T. Dlamini, Tel. 012 319 5733
: daff14@humanjobs.co.za or fax: 086 5374961
: In terms of the departmental employment equity target, priority will be given to African females and people with disabilities.

