TO: MINISTRY OF AGRICULTURE AND RURAL DEVELOPMENT, SENIOR GENERAL MANAGERS, GENERAL MANAGERS, SENIOR MANAGERS AND ALL STAFF

IDENTICAL CIRCULAR No. 02 of 2016

The contents of this circular must be brought to the attention of all eligible officers and employees on your establishment without delay irrespective if they are not at their normal places of duty.

DIRECTIONS TO APPLICANTS
Applications must be submitted on the prescribed form Z83 obtainable from any Public Service Department and all applications must be accompanied by a comprehensive CV with at least two referees. Certified copies (Not copies of certified copies) of all educational qualifications including Matric Certificate and supporting documents (Identity documents, Drivers Licence etc.) must also be submitted with your application. Applications must be submitted on or before the closing date.

NB: Late, faxed or e-mailed applications will not be accepted.

NOTE: All applications must quote the correct reference and post numbers and if more than one post is being applied for, separate applications are required. It will be required of the successful candidate to undergo an appropriate security clearance. Applicants must please note that they will be required to show proof of original qualifications during selection process. It is the applicant’s responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Short listed candidates must be prepared to undergo competency assessment. Applications will not be acknowledged, due to the large volume of applications received, and should you not receive a response within 60 days, kindly consider your application unsuccessful. Applications must be submitted (posted or hand delivered) to the following address.

Cedara: Head Office
Head of Department
Department of Agriculture & Rural Development
Private Bag X 9059
Pietermaritzburg
3200

FAILURE TO COMPLY WITH THE ABOVE INSTRUCTIONS WILL RESULT IN IMMEDIATE DISQUALIFICATION OF CANDIDATES.

The Department of Agriculture and Rural Development is an equal opportunity, affirmative action employer and is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of representativity. “The Department supports people with disabilities”
The Department of Agriculture and Rural Development reserves the right not to fill any advertised post.

CLOSING DATE: 06 May 2016

Dr SF Mkhize
Head of Department

18/04/2016
Date
Post : General Manager: Rural Enterprise and Industry Development
Reference No : Ced35/2016
Salary Level : 14
Centre : Cedara Head Office.
SMS Package : R1 042 500 p.a. An all-inclusive salary package (level 14) is payable subject to the signing of a mutually agreed performance agreement. The successful candidate will be required to sign a Performance Agreement within 3 months from assumption of duty, be subjected to security clearance and is required to disclose financial interests.

Requirements: • An Honours Degree in Development Studies, Economics or related Rural Development. Master’s Degree is desirable. A valid Driver’s Licence. Experience: A minimum of 5 years Senior Management (SMS) experience in a community development environment. • Knowledge: RSA Constitution, PSR, PFMA, LRA, EPMDs, BCEA, Project Management principles, Millennium development goals, social dynamics of KZN communities, Youth Development Policy, National and Provincial Practice Notes, PAIA, Service Delivery frameworks, NDP, Provincial Growth and Development Plan, Treasury Regulations, KZN Cities Charter, Intergovernmental matters, National and International Economic Outlook, CRDP, GDP and Land Reforms. Skills: Interpersonal relations, Computer literacy, Leadership, time management, communication (written / verbal), conflict management, change management, ability to work under pressure, report writing, innovation, financial management, Diplomacy protocol and dispute resolution skills.

Key Performance Areas: Provide strategic leadership, advice and guidance to the Chief Directorate on the implementation or rural enterprise and industry development. Manage funding, investment and partnership, ensure adherence to National and International trade and ensure the identification of rural development interventions/ projects which may benefit from developmental assistance. Manage economics, marketing and value adding; ensure effective promotion of enterprise development and value adding for economic development and ensure that commodity groups and market co-operatives are developed and supported. Manage business entity and social facilitation; ensure that all business entities and cooperatives are registered on the KZN database and manage resources of the Chief Directorate.

Enquiries : Dr SF Mkhize 033 355 9197
Post : Senior Manager: Veterinary Support Services
Ref No : Ced36/2016
Salary Level : 13
Centre : Cedara Head Office.
SMS Package : R864, 177 p.a. An all-inclusive salary package (level 13) is payable subject to the signing of a mutually agreed performance agreement. The successful candidate will be required to sign a performance agreement within three months from assumption of duty, be subjected to security clearance and is required to disclose financial interests.

Requirements: • A Bachelor of Veterinary Medicine and Surgery (BVMCH) plus proof of registration with South African Veterinary Council of South Africa (SAVC). Experience: A minimum of 5 years Middle Management (MMS) experience in the field of veterinary services and a valid Driver’s licence. • Knowledge: Applicable relevant and regulatory requirements (e.g Animal Disease Act, Meat Safety Act, Fertilize, Farm Feeds and Related Substance Control Act, 36 of 1947, Medicine and Related Substance Control Act, Animal Identification Act, 6 of 2002, Veterinary and Para –Veterinary Professions Act, 1962, Livestock Improvement Act, 2 of 1997, Animal Protection Act, 71 of 1961, Strategy and Policy Development, RSA Constitution, PSA, PFMA, PSR, LRA, EPMDs, BCEA, Community Development, Project Management, PAIA, Service Delivery Frameworks, Provincial Growth and Development Plan, NDP. • Skills: Interpersonal relations, Computer literacy, Leadership, communication (written / verbal), conflict management, change management, ability to work under pressure, report writing, innovation, financial management, Diplomacy, protocol, dispute resolution, time management, strategic planning, and people management.
Key Performance Areas: Manage and Monitor Veterinary Public Health, ensure the monitoring and inspection of Abattoir/ slaughter facilities, promote safe production of meat and ensure community empowerment of Veterinary Public Health issues. Manage the provision of Veterinary Laboratory Services and ensure the provisions of veterinary laboratory quality management. Manage the provision of epidemiology services; monitor the control of other diseases of livestock and coordinate veterinary training and continued professionalism. Develop Veterinary support policies and strategies, manage the implementation of National, Provincial and Departmental Frameworks and report any discrepancies regarding compliance to all relevant stakeholders. Manage resources of the Directorate.

Enquiries : Mr MJ Mfusi 033 355 9411

Post : Senior Manager: Engineering Services
Centre : Cedara - Head Office
Reference No : Ced37/2016
Salary Level : 13
SMS Package : R864, 177 p.a. An all-inclusive salary package (level 13) is payable subject to the signing of a mutually agreed performance agreement. The successful candidate will be required to sign a performance agreement within three months from assumption of duty, be subjected to security clearance and is required to disclose financial interests.

Requirements: A Bachelor’s Degree in Engineering plus registration with the Engineering Council for South Africa (ECSA) and a valid Driver’s Licence. Experience: A minimum of 5 years Middle Management (MMS) experience within the engineering environment. Knowledge: Sound knowledge of RSA Constitution, PFMA, Treasury Regulations, PSR, PSAOHS Act, LRA, Environmental Conservation Act, National Environmental Management Act, Engineering Professions Act, EPMDA, SANS 1200, the Standardized Specifications for Civil Engineering Construction, Agricultural Policy Action Plan, Provincial Growth and Development Plan and Project Management Principles and NDP. Skills: Excellent communication, (written and verbal), innovative, good interpersonal relations, policy analysis and development skills and report writing, Diplomacy Protocol and negotiation skills.

Duties: Manage specialised agricultural engineering services, manage design of soil conservation structures and oversee the development of engineering norms and standards. Coordinate professional development and compliance; oversee professional development and registration of Candidate engineering staff with ECSA and coordinate adherence to occupational Health and Safety standards by project implementers. Coordinate District support services disseminate norms, standards, design and other technical information. Manage soil conservation and land care service as well as the development and implementation of policies. Manage the resource, of the directorate.

Enquiries : Mr MJ Mfusi 033 355 9411
Post: Senior Manager: Project Office  
Centre: Cedara - Head Office  
Reference No: Ced38/2016  
Salary Level: 13  
SMS Package: R864, 177 p.a. An all-inclusive salary package (level 13) is payable subject to the signing of a mutually agreed performance agreement. The successful candidate will be required to sign a performance agreement within three months from assumption of duty, be subjected to security clearance and is required to disclose financial interests.


Duties: Manage the planning of all agricultural projects; manage the development and documentation of project management methodology; manage the facilitation of SLA’s and monitor the planning process from ward level through local office to District Office with relevant role players. Manage the project approval process; ensure project approvals as per project criteria and manage the development of feasibility studies. Monitor, evaluate and report on the implementation of agricultural projects; manage dashboard reporting, ensure business are assessed against implementation of projects and ensure that project infrastructure is tested, commissioned and project owners are trained before handover. Manage the provision and coordination of administration and other related services pertaining to projects; manage the provisions of secretariat services, database and repository of all projects. Manage the development and implementation of policies, report on any discrepancies and implementation of National, Provincial and Departmental frameworks related to projects. Manage the utilization of the resources of the Directorate.

Enquiries: Mr MJ Mfusi  
033 355 9411
Posts: District Senior Manager: Agricultural Extension & Advisory Services x 7 posts
Centres: Harry Gwala (x1), Amajuba (x1), UThukela (x1), Umzinyathi (x1), Ilembe (x1), Umkhanyakude (x1) and Zululand (x1)
Reference No: Ced 40/2016
Salary Level: 13
SMS Package: R864,177 p.a. An all-inclusive salary package (level 13) is payable subject to the signing of a mutually agreed performance agreement. The successful candidate will be required to sign a performance agreement within three months from assumption of duty, be subjected to security clearance and is required to disclose financial interests.


Duties: Manage the provision of agricultural extension and advisory services; facilitate the establishment of extension forums; evaluate and report on extension programmes. Manage district agricultural projects; establish and participate institutional structures for planning, implementation and coordination of agricultural projects. Manage the provision of all agricultural specific interventions and engineering support and provide support to land reform programmes. Development and implementation of policies review and amend policies. Manage the provision of administration support to the District. Manage the resources of the Directorate.

Enquiries: Mr MJ Mfusi 033 355 9411