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Department:
Agriculture, Rural Development
and Land Administration
MPUMALANGA PROVINCE

Post : Chief Director: Rural Development and Land and Agrarian Reform
Salary : R 872,214- R1, 058,484 (all inclusive)
Centre: Head Office
Ref : CDR-12-11-01

Requirements:

At least a Master's degree in development studies. Not less than seven years experience in rural development and agrarian reform programme and in management position. Good management skills including human resource management. Experience in capacity building and good programme facilitation skills. Ability to use the computer for data analysis and decision making. Experience in programme transformation and business design. Skills in team building and dispute resolution. Knowledge of technical and human resource policies affecting service delivery in the public sector. Good communication and negotiation skills.

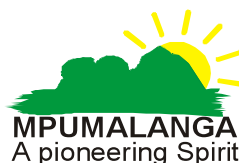
Duties:

Co-ordinate, develop and manage systems for sustainable delivery of the Comprehensive Rural Development Programme in line with the Outcome 7 delivery agreement. Co-ordinate, facilitate and develop strategies to ensure sustainable rural development and agrarian reform in Mpumalanga province., especially the post-settlement support for land reform projects. Co-ordinate and develop comprehensive support packages for new entrants to agriculture and ensure sustainable afloat in a volatile climate. Co-ordinate the development of business ordinate and manage implementation of all projects approved through the Comprehensive Rural Development Programme, Council of Stakeholders and included in municipal IDP's. Co-ordinate and assure that all contractual obligations are adhered to and make the necessary contacts and efforts to ensure implementation meets programme targets. Ensure that an effective and participatory M&E system is established and implemented in a decentralized manner.

NB: Successful candidates will be subjected to competency assessment.

Enquiries: Ms. N. L. Sithole

Tel: 013 7666020



Post : **Chief Director: Corporate Services**
Salary : **R 872,214- R1, 058,484 (all inclusive)**
Centre : **Head Office**
Ref : **CDC-12-11-02**

Requirements:

A three Years recognized tertiary qualification in Public Administration or equivalent. At least five years relevant experience at a Senior Management position. Competencies required. Strong and Independent Leadership, Organizing and managerial skills. Innovative, analytical as well interpersonal and conflict handling skills. High level skills in planning, budgetary human resources management. Communication and presentation skills. Demonstrate understanding of the Public service and applicable legislative as well regulatory framework and function knowledge of policy development.

Duties

The duties will include, but not limited to the following: Provide human resources management services, departmental, legal Services, Communication services, departmental planning and programme management. Render Security management services. Manage transversal services. Render regional economic development services. Co- ordinate strategic planning cycle, strategic and business plans. Report organizational performance quarterly and annually. Manage and provide support service to the entire Department. Manage information through ensuring that all information in the Department through ensuring that all information in the Department is secure/accessible/reliable and properly recorded. Minimise risk to the Department through ensuring that controls for all internal processes are in place. Strategic Management of Human Resources, Administration and facilities, Secretariat, Registry and internal support in the Department. Develop and implement efficient reporting systems to ensure optimal internal decision making for management

NB: Successful candidate will be subjected to competency Assessment

Enquiries: Ms. N. L. Sithole

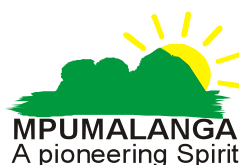
Tel: 013 7666020

Post : **Director: Communication**
Salary: **R719 613- R860,388 (SR13) [all package inclusive]**
Centre: **Head Office**
Ref : **COM 12-11-03**

Requirements:

An appropriate Bachelor's degree in Communication or equivalent qualification. At least 3 year's Management experience in communication. An innovative person with proven service administration and management skills in developing and upgrading communication channels. Ability to plan and co-ordinate activities at Senior Management level. Knowledge of the Public Service framework governing communication and financial management. Excellent communication (verbal and written) skills. A valid driver's licence.

Duties:



Provide sound strategic planning for the Directorate and annual preparation of a business plan, policy and procedure for communication services. Manage media liaison and intra-departmental liaison services. Render production and publication services.

NB: Successful candidates will be subjected to competency assessment.

Enquiries: Ms. N. L. Sithole

Tel: 013 7666020

Post : Director: Animal Production
Salary: R719 613- R860,388 (SR13) [all package inclusive]
Centre: Gert Sibande
Ref : ANP 12-11-04

Requirements:

Appropriate 4 years qualification in Agriculture: BSc Honours degree in Agriculture in Animal production, Masters in Agric. Agricultural qualification in Agricultural extension will be an added advantage. A minimum of six years experience in Animal production, Knowledge of agriculture activities. Multi skilled: program/project management, development orientation. Computer literacy (MS office). Good interpersonal and communication skill (verbal & writing), innovative and able to identify business and production opportunities in plant science.

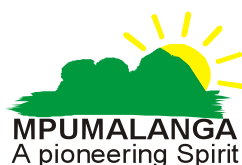
DUTIES

Provide strategic Animal Production and Advisory Services. Manage advisory Services on ruminant production, Manage advisory on non ruminant production, Manage advisory Services on Aquaculture and game production, Manage advisory services on Veld Pasture Management and nutrition support to the agricultural Manager in the Municipality .Provide leadership on the implementation of the Masibuyele Emasimini programme. Liaison and Coordination with other stakeholders on Agrarian and rural development, Municipalities on IDP and LED. Ensure projects compliance to statutory requirement. Advise producers orally and in writing your area as well as .Analysing market data and obtain information from relevant market sources. Participate in the provincial agricultural Forums, provincial and national commodity. Provide and coordinate capacity building and informal Animal production training to farmers. Identify possibilities for animal production training to farmers.

NB: Successful candidates will be subjected to competency assessment.

Enquiries: Mr S Ndala

Tel: 013-7666036



Post : Director: Masibuyele Emasimini
Salary: R719 613- R860388 (SR13) [all package inclusive]
Centre: Head Office
Ref : ANP 12-11-04

Requirements:

Post graduate qualifications in Agriculture, Food and Nutrition or Rural Development studies. With a minimum of 5 years experience at managerial position. In-depth knowledge of the integrated food security strategy and intergraded food security Nutrition programme. In- depth knowledge of social research and programme / project management. Proven track record and experience in community and poverty alleviation programmes. Planning, organisational interpersonal, analytical, verbal and written communication skills are essential. Computer literacy. Valid driver's licence

Duties:

Provide strategic direction on the implementation of the Masibuyele Emasimini programme in the Province. Serve as a food security analyst and adviser in the province. Liaise with municipalities, role players and stake holders in the planning and implementation of the Masibuyele Emasimini programme. Collect and analyse household food production programme data. Compile household food production programme in line with the department mandate. Support monitor and evaluate the implementations of masibuyele emasimini programme and food security interventions. Implement Masibuyele Emasimini advocacy initiatives in the province.

NB: Successful candidates will be subjected to competency assessment.

Enquiries: V J Mahlangu

Tel: 013 766 6161

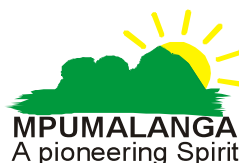
Post : Director: Structured Agricultural Training Centre X2
Salary Salary: R719 613- R860, 388 (SR13) [all package inclusive]
Centre: Lowveld and Marapyane Agricultural College
Ref : SAT 12-11-05

Requirements:

Degree in Agriculture with at least 6- 10 years relevant experience in Management, particularly in Middle Management and training environment. The incumbent should have good communication skills, extensive knowledge of Public Finance Management Act, Treasury Regulations, Preferential Procurement Policy Framework Act, Public Private Partnership, Logistical Information System, Contract Management, Project Management, computer programs PowerPoint and Excel. Specification/term of Batho Pele Principals and a valid driver's licence, code 8.

Duties:

Manage the Development of policies, Strategies and Delivery systems of Agricultural Training. Manage Curricula Development of unit standards, Learning programs and course manuals in line



with accreditation bodies requirements. Provide proper guidance on identification of research needs of clients in line with priorities of the Department. Performs management and related functions, which would entail the submission of monthly and quarterly reports, Adhere to personnel management frame work, support farm management and evaluate laboratories performance. Prepare and control budget of the Agricultural Training Centre in line with the Legislation. Keep up to date with regard to the applicable prescripts, policies, procedures, technologies and developments to be able to rendering efficient and effective Human Resources systems

NB: Successful candidates will be subjected to competency assessment.

Enquiries: Mr S Ndala

Tel: 013-7666036

Post : Scientist (Production) Grade B
Salary Level : R444,339 – R 478.677
Centre : Head Office
Ref : SCP-12-11-21

Requirements : Recognised Bsc Agric or Bsc Natural Science degree and or appropriate Honours qualification. Computer literate. Specialized geospatial literacy (GIS, Remote Sensing)Extensive working experience in the GIS and or Remote Sensing environment. Experience in conducting database development and spatial modeling. Valid drivers license essential.

Duties

To participate in the planning commission and managing of the natural of natural resources database and geographic Information System. To particiapte actively in liaison excercises with other departments,NGO'S and other role players in promoting the use of GI. Attendance and active participation in meetings and workshops. To gather norms and investigate, report and manage issues evolving around the use and potential of natural resources. Characterisze natural resources. Develop appropriate guidelines and techniques on a natural resources use.

NB: Successful candidates will be subjected to competency assessment.

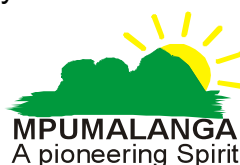
Enquiries: Mr. M Coetzer

Tel: 017 8115811

Post : Deputy Director: Masibuyele Emasimini Fleet Management Services
Salary : R464 919-R 547, 656 238 (SR11) [all package inclusive]
Centre : Head Office (Mbombela)
Ref : FSPA 12-1-07

Requirements:

Degree or formal qualification in fleet management or related studies. 6- to 10 years of relevant experience in fleet management services especially in the Mechanisation field. In – depth knowledge of rental, leasing programmes. Strong interpersonal skills, excellent communication skills both verbal and non verbal. Proven track record and experience in fleet management, transport and logistics services. Ability to communicate in local languages will be an added



advantage. Computer literacy is essential. Ability to interact with different stakeholders at all levels. Valid (EB) driver's license is a requirement.

Duties:

Plan, direct and coordinate the operations of tractors and implements maintenance plans and repair programmes for government owned fleet of tractors. Coordinate the recording and update of tractor running hours, schedule of tractor maintenance, services and licensing. Prepare and direct in service training programmes for newly employed tractor operators and personnel. Review, monitor and recommend the purchase of new and replacement of tractors and implement. Coordinate tractor operational plans for cultivation including scheduling of tractors for different operational sites. Plan and administer preventative maintenance and tractor replacement programmes for Masibuyele Emasimini programm. Receive and process tractor break down and accident report. Prepare cost analysis and periodic management and operational reports. Coordinate timeous delivery and proper transportation of tractors and implement to different operational areas.

NB: Successful candidates will be subjected to competency assessment.

Enquiries: V J Mahlangu

Tel: 013 766 6161

Post : Deputy Director Land Care
Salary : R464 919-R 547, 656 238 (SR11) [all package inclusive]
Centre : Head Office
Ref : LAN- 12-11-08

Requirements:

Bachelor's or National Diploma in Agricultural Engineering, Agricultural Natural Resource Management or closely related fields. Three years relevant experience. Exposure to GIS and Remote Sensing will be an added advantage.

Duties:

Co-ordinate and manage Landcare projects in the province. Plan and design Landcare programmes. Execute the payment processes of wages of work force in Landcare. Manage EPWP programme in the province. Develop policies and strategies of Landcare programmes in the Province.

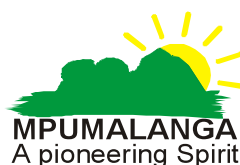
NB: Successful candidates will be subjected to competency assessment.

Enquiries: Mr T.P. Mahori

Tel: 013-7666043

Post : Deputy Director – Post Settlement Support, Policy & Systems
Centre : Head Office (Nelspruit)
Salary : R464 919-R 547, 656 238 (SR11) [all package inclusive]
Ref No : PST-12-11-09

Requirements



B. Agriculture (Hons) in Agricultural Economics or B. Science in Agricultural Economics Agricultural Economics and/or Rural Development as a major will be an added advantage Minimum of three (3) years at a junior/middle management level. Post Graduate degree in one of the above fields of study will be an added advantage. Experience in agrarian reform and rural development will be an added advantage. Agricultural enterprises management skills. Knowledge of Land Reform legislations. Human and financial management skills (PFMA, MFMA, Public Service Act). Good communication (verbal and written) and report writing skills. Computer literacy and experience in MS Office (Word, Outlook, Power point and Excel) and proficiency skills will be tested. A Valid Code EB drivers' license a prerequisite for this post. Incumbent must be willing and prepared to work under pressure. Females candidate will be given first preference.

Duties

Develop policies, guidelines, systems and procedures to inform uniformity in the land reform programme implementation across the Province. Manage a team of Land Reform Advisors based in Head Office to support the districts. Manage and develop models for equity ownership to enable farm workers and black investors to partake in high value land base enterprises. Coordinate and manage the development of models for sustainable agricultural projects. Manage and coordinate technical/specialist teams for land suitability surveys, project feasibility studies, planning and implementation.. Manage and coordinate the partnerships with the financial institutions, academics, agri-business organizations on the development of the land reform beneficiaries into commercial farmers. Coordinate institutional arrangements and commercial sector participation to enhance sustainable project development. Develop systems used in the management, monitoring and evaluation of the performance of Strategic Partnerships involved in the project management.. Represent the DARDLA in workshops and conferences relating to Land Reform Ensure the participation of Land Reform farmers in the commercial/organized Agriculture organizations to enhance their development into commercial farmers. Establish and maintain functional relationships with District and Local municipalities, commodity groups, associations and other relevant stakeholders. Manage and coordinate project compliance with national policies, provincial objectives and all relevant land reform legislations. Develop selection criteria for the support of land reform farmers A member of the District and Provincial Grant Screening Committees and hence responsible for the adjudicating of the grant applicants. Financial management through the Public Finance Management Act, Division of Revenue Act, Supply Chain Management framework and Municipality Financial Management Act during project delivery. Coordinate technical teams for project feasibility studies. Facilitate integrated approach through liaison with districts, municipalities, farmer organizations, private sector, government departments etc.

NB: Successful candidates will be subjected to competency assessment.

Enquiries: Mr T.P. Mahori

Tel: 013-7666043

Post : Deputy Director- Land & Agrarian Reform (1 Post)
Centre : Ehlanzeni North District (Thulamahashe)
Salary : R464 919-R 547, 656 238 (SR11) [all package inclusive]
Ref : LAN-12-11-10

Requirements

Bachelor of Agriculture degree/ BSc in Agriculture Agricultural Economics and/or Rural Development as a major will be an added advantage Minimum of three (3) years at a junior/middle management level Post Graduate degree in one of the above fields of study will be an added advantage .Experience in agrarian reform and rural development will be an added advantage. Agricultural enterprises management



skills. Knowledge of Land Reform legislations. Human and financial management skills (PFMA, MFMA, Public Service Act). Good communication (verbal and written) and report writing skills. Computer literacy and experience in MS Office (Word, Outlook, Power point and Excel) and proficiency skills will be tested. A Valid Code EB drivers' license a prerequisite for this post. Incumbent must be willing and prepared to work under pressure

Duties

Responsible for management of the land and agrarian reform farms and projects within the District for performance tracking. Provide strategic support and guidance to Land and agrarian reform unit in the district. Support agricultural local offices with planning and implementation of land reform systems. Facilitate and manage the implementation of comprehensive agricultural support programmes in land reform projects throughout the district. Manage and guide District teams in the implementation and review of the provincial funding strategy for land reform projects. Manage and coordinate agricultural support mechanisms to land reform farms (mechanization, Infrastructure support, capacity building etc). Facilitate sessions with organized agriculture and the private sector on progress, possible policy reviews and areas of complementarities .Ensure adherence to the developed integrated system of project delivery within the district in line with the IDPs and ISRDP (Integrated Sustainable Rural Development Program).Advise Senior Management and coordinate revitalization process of land reform farms in the district. Implement institutional arrangements and transformation decisions to enhance project sustainability.Implement and coordinate partnership arrangements for land reform farms. Establish and maintain functional relationships with District and Local municipalities, commodity groups, associations and other relevant stakeholders. Member of the IDPs and LED committees. Manage and coordinate project compliance with national policies and provincial objectives. Financial management through the Public Finance Management Act, Division of Revenue Act, Supply Chain Management framework and Municipality Financial Management Act during project delivery.

NB: Successful candidates will be subjected to competency assessment

Enquiries: Mr T.P. Mahori

Tel: 013-7666043

Post : Deputy Director: CRDP X7
Salary: R464 919-R 547, 656 238 (SR11) [all package inclusive]
Centre: Calm, Dr J.S Moroka X2, Thembisile Hani, BBR North and BBR South
Ref : CRP. 12-11-11

Requirements

Degree in Rural development or Economics. Minimum 3-4 years management experience.

Financial Management: Knowledge of Operational Framework of PFMA and MFMA Acts.

Relationships Management: Municipality Councils, Traditional Authorities, Consultants, Private sector companies, Youth and Women Interest Groups. Computer Literacy: Excel, Power Point,

Access, Data analysis tools:**Multiskilled:** Program/Project management capacity, Administrative capacity, Development orientated. Business-wise, Innovative with investigative appetite,

Independent lateral thinker, Analytical capacity, Problem solver. Rural entrepreneurial acumen: Capacity to identify opportunities and risks. Due to the nature of the work, a code 8 drivers licence is required.

Duties



Manage the implementation of the Comprehensive Rural Development Program Stakeholder Relations including overseeing the development and implementation of business plans, Formulating critical strategic/ service delivery improvement interventions in line with the relevant Legislation, the Department's strategic plan and service delivery needs, acquiring and managing funding for such in Accordance with Public Finance Management Act requirements, and management of resources towards the achievement of provincial strategic objectives on rural development. Strengthen rural Livelihoods for vibrant local economic development through improving economic, social infrastructure and public amenities. Provide input into existing policies and programmes based upon information gathered and analysed from communities. Act on popular opinions raised by communities with regards to programmes currently rendered by the implementing Departments and the impact thereof. Building of sound and sustainable relationships/ partnerships with all business sectors (PPP) towards the achievement of sustainable rural development. Oversee the collection, compiling and analysis of data and reports for Comprehensive Rural Development Program stakeholders.

NB: Candidates will be subjected to a competency assessment.

Enquiries: Mr Dagada M

Tel: 013 7666149

POST: DEPUTY DIRECTOR: HUMAN RESOURCE ADMINISTRATION
Salary: R464 919-R 547, 656 238 (SR11) [all package inclusive]
Centre: Head Office (Mbombela)
Ref : HRA -12-11-13

Requirements: An appropriate Bachelors Degree/ National Diploma in Human Resource Management or equivalent qualification plus relevant experience. Computer Literacy. A valid driver's licence. Knowledge of the legislative prescripts governing the Public Service. Knowledge of BAS and PERSAL interface. Knowledge of PERSAL functions relating to Human Resource. Good organisational, administrative, decision-making, problem solving, communication and interpersonal skills. The ability to work and interact at a high level. The ability to work under pressure.

Duties

Manage, co-ordinate and implement recruitment processes. Manage pension administration and leave matters, promotions and transfers. Manage establishment and personnel records. Manage Competence Assessment. Manage and control the budget for the Section. Manage staff performance. Develop and implement Human Resource related policies. Facilitate the implementation of the strategic objectives of the department.

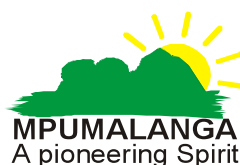
NB: Successful candidates will be subjected to competency assessment.

Enquiries: Mr T.J Malapane

Tel: 013-7666114

POST: SENIOR LEGAL ADMINISTRATIVE OFFICER MR6
Salary: R278 130 – R676 017 p.a. (offer based on proven years of experience)
Centre: Head Office
Ref : SLA-12-11-14

Requirements:



An LLB degree and least eight (8) years post qualification legal experience. Good communication (verbal and written) skills. Computer literacy in Ms Office software (word, excel, powerpoint and outlook). Knowledge of the Constitution of South Africa, the Public Service Act, 1994 and its Regulations and the public finance management act, 1999. Interpersonal skills, Good presentation skills, Analytical thinking. Research, report writing, policy formulation and project management are required as well as the willingness to travel.

Duties :

Draft legal documents contracts and advise the department regarding the Interpretation of the law and legal matters. Provide legal advisory services to the Department regarding state losses , liabilities and legal processes. Liaise with the office of the State Attorney and brief Council on litigation matters. Provide legal advice on the preparation and implication of contracts and agreements. Analyse, conduct research and provide legal opinions with regard to legislation.

Enquiries: Ms. K.I. Mdluli

Tel (013) 766 6052

Post : Lecturer: Vegetable Production
Salary Level: R 236,532- 285,729 (SR9) - NEGOTIABLE
Centre : Lowveld College of Agriculture Marapyane
Ref : VGP-12-11-15

Requirements:

The basic requirement for this position is a Bachelor of Science (BSc) - Honours degree in Agriculture, with major subjects in Crop Production (Vegetable Production). In line with the ITCAFF approved Norms and Standards for Agricultural Training Institutes, preference will be given to post graduate degree holders at MSc level and above. No work experience is necessary for holders of a Masters degree and above, however, a minimum of three years relevant experience for BSc (Agric) Crop Production holders is necessary. Applicants must have the necessary skills and exposure in lecturing / tutoring, laboratory student supervision, computer literacy, understanding of basic research methods, understanding of the Higher Education Sector, strong interpersonal relations; ability to work extra hours; ability to work with students and the communities. A valid driver's licence as well as willingness to be part of the academic committees dealing with various elements necessary to ensure a vibrant higher education institution is necessary for this position.

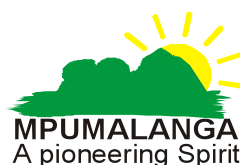
Duties:

Develop learning materials for the students, extension staff and other relevant stakeholders. Training of students in the subject of Vegetable Production and other areas as may be requested by the College head from time to time. Participate in subject committees and curriculum development processes of the institution. Carry out research projects relevant to the institution and the Department of Agriculture, Rural Development and Land Administration in line with the National Agricultural Research and Development Strategy, 2008. Revise and update the academic content of the learning materials, prepare and present the learning material to the students; prepare question papers for test, examinations and assignments; plan, prepare and acquire the subject material; coordinate the support section activities; write reports; and make budget inputs.

Enquiries:

Mr. M.F. Leutle

Tel: 013 753 3064



Post : **Lecturer: Soil Science**
Salary Level : **R 236,532- 285,729 (SR9) - NEGOTIABLE**
Centre : **Lowveld College of Agriculture Marapyane**
Ref : **SOS-12-11-16**

Requirements:

The basic requirement for this position is a Bachelor of Science (BSc) - Honours degree in Agriculture, with major subjects in Soil Science and Crop Production. In line with the ITCAFF approved Norms and Standards for Agricultural Training Institutes, preference will be given to post graduate degree holders at MSc level and above. No work experience is necessary for holders of a Masters degree and above, however, a minimum of three years relevant experience for BSc (Agric) Soil Science holders is necessary. Applicants must have the necessary skills and exposure in lecturing / tutoring, laboratory student supervision, computer literacy, understanding of basic research methods, understanding of the Higher Education Sector, strong interpersonal relations; ability to work extra hours; ability to work with students and the communities. A valid driver's licence as well as willingness to be part of the academic committees dealing with various elements necessary to ensure a vibrant higher education institution is necessary for this position.

Duties:

Develop learning materials for the students, extension staff and other relevant stakeholders. Training of students in the subject of Soil Science and other areas as may be requested by the College head from time to time. Participate in subject committees and curriculum development processes of the institution. Carry out research projects relevant to the institution and the Department of Agriculture, Rural Development and Land Administration in line with the National Agricultural Research and Development Strategy, 2008. Revise and update the academic content of the learning materials, prepare and present the learning material to the students; prepare question papers for test, examinations and assignments; plan, prepare and acquire the subject material; coordinate the support section activities; write reports; and make budget inputs.

Enquiries: **Mr. M.F. Leutle** **Tel: 013 753 3064**

Post : **Lecturer: Plant Protection**
Salary Level : **R 236,532- 285,729 (SR9) - NEGOTIABLE**
Centre : **Lowveld College of Agriculture Marapyane**
Ref : **PLP-12-11-16**

Requirements:

The basic requirement for this position is a Bachelor of Science (BSc) - Honours degree in Agriculture, with major subjects in Crop Protection, Crop Production and/or Soil Science. In line with the ITCAFF approved Norms and Standards for Agricultural Training Institutes, preference will be given to post graduate degree holders at MSc level and above. No work experience is necessary for holders of a Masters degree and above, however, a minimum of three years relevant experience for BSc (Agric) Soil Science holders is necessary. Applicants must have the necessary skills and exposure in lecturing / tutoring, laboratory student supervision, computer literacy, understanding of basic research methods, understanding of the Higher Education Sector, strong interpersonal relations; ability to work extra hours; ability to work with students and the communities. A valid driver's licence as well as willingness to be part of the academic committees dealing with various elements necessary to ensure a vibrant higher education institution is necessary for this position.

Duties:

Develop learning materials for the students, extension staff and other relevant stakeholders. Training of



students in the subject of Crop Protection and other areas as may be requested by the College head from time to time. Participate in subject committees and curriculum development processes of the institution. Carry out research projects relevant to the institution and the Department of Agriculture, Rural Development and Land Administration in line with the National Agricultural Research and Development Strategy, 2008. Revise and update the academic content of the learning materials, prepare and present the learning material to the students; prepare question papers for test, examinations and assignments; plan, prepare and acquire the subject material; coordinate the support section activities; write reports; and make budget inputs.

Enquiries:

Mr. M.F. Leutle

Tel: 013 753 3064

Post : Lecturer: Animal Production
Salary Level : R 236,532- 285,729 (SR9) - NEGOTIABLE
Centre : Lowveld College of Agriculture Marapyane
Ref : ANP-12-11-17

Requirements:

The basic requirement for this position is a Bachelor of Science (BSc) - Honours degree in Agriculture, with majors in Animal Science / Production. In line with the ITCAFF approved Norms and Standards for Agricultural Training Institutes, preference will be given to post graduate degree holders at MSc level and above. No work experience is necessary for holders of a Masters degree and above, however, a minimum of three years relevant experience for BSc (Agric) Soil Science holders is necessary. Applicants must have the necessary skills and exposure in lecturing / tutoring, laboratory student supervision, computer literacy, understanding of basic research methods, understanding of the Higher Education Sector, strong interpersonal relations; ability to work extra hours; ability to work with students and the communities. A valid driver's licence as well as willingness to be part of the academic committees dealing with various elements necessary to ensure a vibrant higher education institution is necessary for this position.

Duties:

Develop learning materials for the students, extension staff and other relevant stakeholders. Training of students in Animal Science / Production and other areas as may be requested by the College head from time to time. Participate in subject committees and curriculum development processes of the institution. Carry out research projects relevant to the institution and the Department of Agriculture, Rural Development and Land Administration in line with the National Agricultural Research and Development Strategy, 2008. Revise and update the academic content of the learning materials, prepare and present the learning material to the students; prepare question papers for test, examinations and assignments; plan, prepare and acquire the subject material; coordinate the support section activities; write reports; and make budget inputs.

Enquiries:

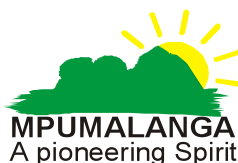
Mr. M.F. Leutle

Tel: 013 753 3064

Post : Lecturer: Agronomy
Salary Level : R 236,532- 285,729 (SR9) - NEGOTIABLE
Centre : Lowveld College of Agriculture Marapyane
Ref : AGN-12-11-18

Requirements:

The basic requirement for this position is a Bachelor of Science (BSc) - Honours degree in Agriculture, with major subjects in Agronomy/Crop Production/ Soil Science. In line with the ITCAFF approved Norms and Standards for Agricultural Training Institutes, preference will be given to post graduate degree holders at



MSc level and above. No work experience is necessary for holders of a Masters degree and above, however, a minimum of three years relevant experience for BSc (Agric) Soil Science holders is necessary. Applicants must have the necessary skills and exposure in lecturing / tutoring, laboratory student supervision, computer literacy, understanding of basic research methods, understanding of the Higher Education Sector, strong interpersonal relations; ability to work extra hours; ability to work with students and the communities. A valid driver's licence as well as willingness to be part of the academic committees dealing with various elements necessary to ensure a vibrant higher education institution is necessary for this position.

Duties:

Develop learning materials for the students, extension staff and other relevant stakeholders. Training of students in Agronomy and other areas as may be requested by the College head from time to time. Participate in subject committees and curriculum development processes of the institution. Carry out research projects relevant to the institution and the Department of Agriculture, Rural Development and Land Administration in line with the National Agricultural Research and Development Strategy, 2008. Revise and update the academic content of the learning materials, prepare and present the learning material to the students; prepare question papers for test, examinations and assignments; plan, prepare and acquire the subject material; coordinate the support section activities; write reports; and make budget inputs.

Enquiries:

Mr. M.F. Leutle

Tel: 013 753 3064

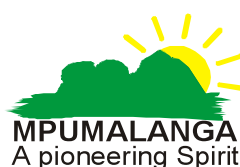
Post : Lecturer: Veld Management
Salary Level: R 236,532- 285,729 (SR9) - NEGOTIABLE
Centre : Lowveld College of Agriculture Marapyane
Ref : VLM-12-11-19

Requirements:

The basic requirement for this position is a Bachelor of Science (BSc) - Honours degree in Agriculture, with major subjects in Veld Management / Botany / Crop Production / Soil Science and Crop Production. In line with the ITCAFF approved Norms and Standards for Agricultural Training Institutes, preference will be given to post graduate degree holders at MSc level and above. No work experience is necessary for holders of a Masters degree and above, however, a minimum of three years relevant experience for BSc (Agric) Soil Science holders is necessary. Applicants must have the necessary skills and exposure in lecturing / tutoring, laboratory student supervision, computer literacy, understanding of basic research methods, understanding of the Higher Education Sector, strong interpersonal relations; ability to work extra hours; ability to work with students and the communities. A valid driver's licence as well as willingness to be part of the academic committees dealing with various elements necessary to ensure a vibrant higher education institution is necessary for this position.

Duties:

Develop learning materials for the students, extension staff and other relevant stakeholders. Training of students in Veld Management and other areas as may be requested by the College head from time to time. Participate in subject committees and curriculum development processes of the institution. Carry out research projects relevant to the institution and the Department of Agriculture, Rural Development and Land Administration in line with the National Agricultural Research and Development Strategy, 2008. Revise and update the academic content of the learning materials, prepare and present the learning material to the students; prepare question papers for test, examinations and assignments; plan, prepare and acquire the subject material; coordinate the support section activities; write reports; and make budget inputs.



POST : SYSTEM ADMINISTRATORS X2
Salary Level: R 236,532- 285,729 (SR9) - NEGOTIABLE
Centre : Head Office
Ref : IT-12-11-19

Requirements:

Three year post matric tertiary qualification (BsC Computer Science or Diploma in Information Systems). An added advantage will be any one of the following development qualifications (Java, Visual Basic, C++, SQL) and knowledge of a Portal. Three years solid working experience in the development field. Must be in possession of a valid Code EB drivers license. Excellent oral and written communication skills; Knowledge of legislation and policies governing ICT in South Africa; Knowledge of international standards pertaining to ICT, information management , knowledge management and interpersonal skills, good negotiation skills ; ability to make good presentations.

Duties :

Design schematic diagrams into workflow processes. Host follow up meetings with users to determine whether the specifications are correct and exactly as the users specified. Host workshops with all directorates , colleges, district offices and sub district offices to determine user requirements. Develop systems according to specifications as outlined by users. Install systems in a test environment. Train users on the systems. Provide ongoing support to the systems.

Enquiries: Mr. H.A. Sibisi

Tel : 013 7666116

POST : HELPDESK SUPPORT TECHNICIAN X4
Salary Level: R 236,532- 285,729 (SR9)
Centre : Ehlanzeni South, Ehlanzeni North, Nkangala and Gert Sibande
Ref : HST -12-11- 20

Requirements:

Three year post matric tertiary qualification with information management, information systems and/or information technology as passed major subjects. Professional ICT qualifications (MCSE, CNE, Certified Linux Professional , Telecommunications, CCIE) extensive experience in Network Infrastructure management is an added advantage. Must be in possession of a valid Code EB drivers License. Excellent oral and written communication skills. Knowledge of legislation and policies governing ICT in South Africa. Knowledge of international standards pertaining to ICT , information management, knowledge management and interpersonal skills. Good negotiation skills; Ability to make good presentations.

Duties :

Provide technical support to users, provide LAN support functions for the district and municipal offices. Updating of anti-virus software, standardised desktop software and server updates. Network management. Identify and request equipment for users , manage assets.



Enquiries: Mr. H.A. Sibisi

Tel : 013 7666116

Post : Assistant Director: Labour Relations
Salary Level : R 236 532 – 285 729 (SR9)
Centre : Head Office
Ref : LR-12-11-22

Requirements:

LLB /P.Proc Degree or Advance Diploma in Labour Law. Three to five years (3-5) experience in the following areas: Practical understanding of the Public Service prescripts dealing with misconduct and grievance; knowledge of the Constitution of South Africa, Public Service Act, Public Service Regulation, Public Finance Management Act and relevant Legislation (i.e. Labour Relations Act, Basic Conditions of Employment Act. Relevant experience in a Unionised environment. Willingness to travel extensively. Experience in handling Conciliations, Arbitrations and Conducting disciplinary hearings. Excellent Organizational and administrative skills. Ability to work independently or as a member of team, fluency in English and Computer literacy (MS Word, Excel and Power Point.

Duties

Advise Management on sound Labour Relations issues. Promote sound Labour Practices and Maintain discipline within the regions at Head Office. Provide advise and guidance to Management on employee relations matters. Facilitate the dissemination of information in respect of Labour Relations. Ensure implementation of relevant policies. Handle misconduct cases, grievances and disciplinary matters. Guide and train line functionaries in Labour Legislation. Take responsibility for effective service delivery to the department as well as the public. Supervise staff in the section.

Enquiries: Mr. N. Gasas

Tel: 013 766 6458

Post : : Land Reform Advisor x2
Centre : Head Office and Umjindi
Salary : R198 552- R234,381 (SR9)
Ref No : LRA-12-11-23

REQUIREMENTS

Three (3) years Bachelor's degree in Agriculture and/ B.Sc. Agriculture .Post-graduate degree in the fields of Agricultural Economics and/or Rural Development shall be an added advantage At least 3 years experience in agrarian reform and rural development. Agricultural enterprises management skills. Good communication (verbal and written) and interpersonal skills .Planning and report writing skills. A Valid Code EB drivers' license a prerequisite for this post. Female candidate will be given first preference. Computer literacy and experience in MS Office (Word, Outlook, Power point and Excel) and proficiency skills will be tested. Incumbent must be willing and prepared to work under pressure. Female candidates will be given first preference

Duties

Develop and update district's land reform databases. To coordinate and facilitate the



implementation of systems and support mechanisms for the Land Reform projects/farms within local municipalities. Conduct preliminary reconnaissance survey and feasibility studies for Land reform projects. Render technical and economic advice and support to land reform beneficiaries. Implement and Coordinate agricultural support mechanisms to land reform farms (mechanization, Infrastructure support, capacity building etc) in liaison with districts and agricultural local municipalities. Develop farm assessments plans in collaboration with other specialists in order to inform development of farms. Identify possible Strategic Partners from the commercial sector where applicable, in order to implement the entrepreneurial business plans. Coordinate the preparation and provision of animal and/or crop production and marketing management programme to Land reform beneficiaries. Ensure adherence to the developed integrated system of project delivery within District and local municipalities in line with the IDP's and ISRDP (Integrated Sustainable Rural development Program).

Enquiries: Mr T.P. Mahori

Tel: 013-7666020

Post : Technician: Animal Production
Salary : R198, 975- R 234, 381 (SR8) - NEGOTIABLE
Centre : Lowveld College of Agriculture Marapyane
Ref : TAP-12-11-24

Requirements:

The basic requirement for this position is a Bachelor of Science (BSc) degree in Agriculture, with majors Animal Science / Production. A comprehensive understanding of the basic concepts of animal husbandry, management of livestock and farm management will be considered for this position. Applicants must have the necessary skills and exposure in laboratory student supervision, computer literacy, understanding of basic research methods, understanding of the Higher Education Sector, strong interpersonal relations; ability to work extra hours; ability to work with students and the communities. A valid driver's licence as well as willingness to be part of the academic committees dealing with various elements necessary to ensure a vibrant higher education institution is necessary for this position.

Duties:

Conduct practical sessions for students in Animal Production; develop a practical guide for students and relevant stakeholders in line with the lecturing programme of the institution. Participate in the curriculum review programme of the institution. Be pro-active and ensure personal development. Be able to mentor students, write reports and advice council on issues pertinent to the subject area.

Enquiries: Mr. M.F. Leutle

Tel: 013 753 3064

Post : Technician: Veld Management
Salary : R198, 975- R 234, 381 (SR8) - NEGOTIABLE
Centre : Lowveld College of Agriculture Marapyane
Ref : TVM-12-11-25

Requirements:



The basic requirement for this position is a Bachelor of Science (BSc) degree, with major subjects in Botany / Crop Production and/or pasture/veld management. A comprehensive understanding of the veld condition assessment methods, major pasture grasses in South Africa and a practical approach to conduction of pasture experiments will be considered for this position. Applicants must have the necessary skills and exposure in laboratory student supervision, computer literacy, understanding of basic research methods, understanding of the Higher Education Sector, strong interpersonal relations; ability to work extra hours; ability to work with students and the communities. A valid driver's licence as well as willingness to be part of the academic committees dealing with various elements necessary to ensure a vibrant higher education institution is necessary for this position.

Duties:

Conduct practical sessions for students in pasture management; identification of grass species and basic methods of veld assessment. Develop a practical guide for students and relevant stakeholders in line with the lecturing programme of the institution. Participate in the curriculum review programme of the institution. Be pro-active and ensure personal development. Be able to mentor students, write reports and advice council on issues pertinent to the subject area.

Enquiries: Mr. M.F. Leutle

Tel: 013 753 3064

Post : Technician: Soil Science
Salary : R198, 975- R 234, 381 (SR8) - NEGOTIABLE
Centre : Lowveld College of Agriculture: Nelspruit & Marapyane
Campus
Ref : TSS-12-11-26

Requirements:

The basic requirement for this position is a Bachelor of Science (BSc) degree in Agriculture, with major subjects in Soil Science and Crop Production. A comprehensive understanding of Soil Sampling, Soil Classification, Analytical Methods and Laboratory Etiquette will be considered for this position. Applicants must have the necessary skills and exposure in laboratory student supervision, computer literacy, understanding of basic research methods, understanding of the Higher Education Sector, strong interpersonal relations; ability to work extra hours; ability to work with students and the communities. A valid driver's licence as well as willingness to be part of the academic committees dealing with various elements necessary to ensure a vibrant higher education institution is necessary for this position.

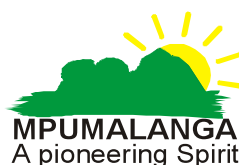
Duties:

Conduct practical sessions for students in Soil Science; develop a practical guide for students and relevant stakeholders in line with the lecturing programme of the institution. Participate in the curriculum review programme of the institution. Be pro-active and ensure personal development. Be able to mentor students, write reports and advice council on issues pertinent to the subject area.

Enquiries: Mr. M.F. Leutle

Tel: 013 753 3064

Post : Agricultural Dev. Tech: Vegetable Production x3



Salary : R198, 975- R 234, 381 (SR8)
Centre : Marapyane,Nkangala FET x2
Ref : AVP-12-11-27

Requirements:

National Diploma in Agriculture or equivalent thereof with plant production as one of the major subjects. Self motivated person with the ability to work under minimum supervision. Good interpersonal relation and communication skills. Experience in training or working with communities. Computer literate. Extensive practical knowledge of vegetable production and project management will be an Advantage. Valid code 08 driver's license. SAQA accreditation as an assessor/moderator together with Course Design/ Learning Material Development experience will be another added advantage.

Duties:

Identify, conceptualize, prioritize, implement and evaluate community training programmes. Develop monthly and annual training programme. Conduct training sessions/workshops to clients. Develop accredited training manuals. Compile monthly/quarterly and annual performance reports. Identify and use efficient and effective communication. Assess and moderate learners.

Enquiries: **Ms. N.S Mnisi** **Tel: 013 753 3064**

Post: Agricultural Advisor Gr I: Crop Production X 19
Salary: R198, 975- R 234,381 (SR8)
Centre: Pixley ka Isaka, Lekwa, Mbombela X2, Nkomazi X4, BBR North, Ehlanzeni North X2
Emakhazeni X3, Thembisile Hani, and Dr JS Moroka X4
Ref: CRO-12-11- 28

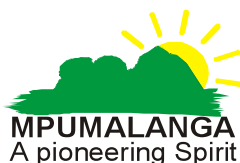
Requirements: National Diploma in Agriculture majoring in plant production. Self motivated person with the ability to work under minimum supervision. Good interpersonal relation and communication skills. Excellent interpersonal and communication skills (verbal and writing). Managerial and organizational experience will be an added advantage. Computer literacy (MS Office). A valid driver's licence is required. Ownership of a vehicle will be an added advantage.

Duties: Provision of comprehensive agricultural advisory services to commodity producers. Promotion and participation in Local Development Programmes (IDP) and Agro-based Local Economic Development (LED) activities. Provide support in the implementation of the Masibuyele Emasimini. Analyzing market data and obtain information from relevant market sources. Draft business plan proposal for farmers. Draft potential report of a farm . Provide capacity building and informal crop production training to farmers. Identify possibilities for crop production training to farmers.

Enquiries: Ms. NP Maphanga **Tel: 013-766 6161**

Post : Agricultural Advisor Gr I: Animal Production
Salary: R198, 975- R 234,381 (SR8)
Centre: Msukaligwa, Nkomazi X2, Victor Khanye and Steve Tshwete
Ref: AP-12-11- 29

Requirements: Appropriate 4 years qualification in Agriculture (BSc, BA Honours or B-Tech) with specialization in Animal production. Knowledge of agriculture activities. Multi skilled: program/project management, development orientation. Computer literacy (MS office). Good interpersonal and



communication skill (verbal & writing), innovative and able to identify business and production opportunities in animal husbandry. A valid driver's licence is required. Ownership of a vehicle will be an added advantage.

Duties: Advise producers orally and in writing about improved products and techniques then make recommendations that could enhance their animal production efforts on nutrition, growth, reproduction, genetics and the general development/improvement of large & small stock. Draft fodder flow programs: study nutritional requirements of animal and nutritional values of animals feed materials. Analyzing market data and obtain information from relevant market sources. Draft business plan proposal for farmers. Draft potential report of a farm . Provide capacity building and informal animal production training to farmers. Identify possibilities for animal production training to farmers.

Enquiries: Ms DC Ndlovu

Tel: 072 2659 791

The Department of Agriculture, Rural Development and Land Administration is an equal opportunity affirmative action employer. It is our intention to promote representativeness in respect of race, gender and disability through the filling of these positions. Candidates whose transfer/promotion and appointment will promote representativeness will receive preference. Females and people living with disabilities are encouraged to apply.

Applications quoting the preferred centre must be submitted on a Z83 form, obtainable from any Public Service Department and should be accompanied by certified copies of qualifications, ID/Passport and CV.

The Provincial Government reserves the right not to make any appointment.

Applications, quoting the relevant reference number, should be addressed to: The Head: Human Resource Management, Department of Agriculture, Rural Development and Land Administration, Private Bag x11219, Nelspruit 1200 for attention of MR.T.J Malapane, Tel. (013) 766-6114 and for hand delivery must be submitted to building no.6. 1st Floor No facsimile applications will be accepted.

Closing Date: 14 December 2012

If no correspondence is received within 2 months of the closing date, please accept that your application had been unsuccessful

