

DEPARTMENT OF RURAL DEVELOPMENT AND LAND REFORM

DRDLR is an equal opportunity and affirmative action employer. It is our intention to promote representivity in DRDLR through the filling of posts. We reserve the right not to fill a position.

<u>CLOSING DATE</u>	:	31 March 2017 at 16:00
<u>NOTE</u>	:	All applicants must be SA Citizens/Permanent Residents or Non-SA Citizens with a valid work permit. The Department reserves the right to conduct pre-employment security screening and permanent appointment is subject to positive security clearance outcome. Applicants with foreign qualifications must submit a SAQA evaluation report with their qualification(s) at the time of application, if not the qualification will not be considered. Applicants must declare any pending criminal, disciplinary or any other allegations or investigations against them. Should this be uncovered post the interview the application will not be considered for the post and in the unlikely event that the person has been appointed such appointment will be terminated. The Department of Rural Development and Land Reform has launched the E-recruitment web site were applicants apply for a post on line. Applications must be submitted by following the link to apply for the post below http://drdlr.erecruit.co.za/candidateapp/Jobs/Browse.aspx . Please ensure that all required documents are uploaded with your application. Required document's to be uploaded with your application include form Z 83, obtainable from any Public Service department and should be accompanied by a comprehensive CV (previous experience must be comprehensively detailed) and certified (certification must not be older than 6 months) copies of qualifications, service certificates (in case of an OSD post), identification document and permanent residency/work permit. Failure to submit the requested documents electronically may result in your application not being considered. Applicants will be expected to be available for selection interviews and competency assessments at a time, date and place as determined by DRDLR. Applications will not be considered after the closing date.

MANAGEMENT ECHELON

<u>POST 11/45</u>	:	<u>DIRECTOR: RURAL INFRASTRUCTURE DEVELOPMENT REF NO: 3/2/1/2017/042</u> Directorate: Rural Infrastructure Development
<u>SALARY</u>	:	R898 743 per annum, Level 13 (All inclusive package to be structured in accordance with the rules for SMS)
<u>CENTRE REQUIREMENTS</u>	:	North West (Mafikeng) Bachelor's degree or Advance Diploma in Built Environment Professions (NQF7) or relevant qualification. Five years' experience at a middle/senior managerial level. Experience in constructions project management. Experience in compiling of CIDB aligned construction bid documents. Knowledge of Comprehensive Rural Development Programme (CRDP). Sound knowledge of government procurement policies. Experience in financial and human resource management as well as Change Management. Knowledge of departmental Acts, policies and procedures. Knowledge of Financial Planning and Expenditure reporting. Knowledge of Monitoring and Evaluation. Knowledge of infrastructure planning and implementation. Leadership skills. Computer Skills. Good communication skills. Negotiation and consultation/ networking skills including the ability to liaise with ease at various levels, especially with Local and Provincial Government, traditional authorities and communities. Project management skills. Financial Planning Skills. A valid drivers' license.
<u>DUTIES</u>	:	Facilitate economic and ICT infrastructure development. Facilitate social infrastructure, public amenities and facilities development. Facilitate the process of resource planning and mobilisation. Coordinate stakeholders and provincial departments of the CRDP infrastructure component. Facilitate alignment of budgets for infrastructure development. Manage all rural infrastructure projects and related issues at provincial level. Represent the Department at all required fora to facilitate infrastructure development.
<u>APPLICATIONS</u>	:	The Department of Rural Development and Land Reform has launched the E-recruitment web site were applicants apply for a post on line. Applications must be submitted by following the link to apply for the post above http://drdlr.erecruit.co.za/candidateapp/Jobs/Browse.aspx

<u>NOTE</u>	:	Appointment is subject to a positive security clearance and the signing of a performance agreement. 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 tools.
<u>POST 11/46</u>	:	<u>DIRECTOR: TENURE REFORM IMPLEMENTATION REF NO: 3/2/1/2017/043</u> Directorate: Tenure Reform Implementation
<u>SALARY</u>	:	R898 743 per annum, Level 13 (All inclusive package to be structured in accordance with the rules for SMS)
<u>CENTRE</u>	:	Limpopo (Polokwane)
<u>REQUIREMENTS</u>	:	Bachelor's degree or National Diploma in the field of Humanities or Social Science or equivalent qualification. 5 years relevant experience at middle management level. Knowledge of policy development. Knowledge of departmental legislation. Knowledge of risk management. Planning and organising skills. Communication skills. Computer literacy. Strategic thinking skills. Problem solving and analytical skills. Valid driver's license.
<u>DUTIES</u>	:	Facilitate and provide land tenure rights implementation support. Promotes awareness and capacity building on land rights and relevant laws to stakeholders. Liaises and monitors land rights management structures by providing legal protection and awareness. Facilitates and mediates in cases of illegal and unlawful evictions. Establishes and maintains land rights mediation and adjudication processes. Facilitate and communal land rights support. Promotes awareness and provides capacity building on communal land rights and relevant laws to stakeholders. Implements communal land rights policies, procedures, guidelines and products. Provides support on communal tenure upgrading. Administer compliance to communal property institutions establishment. Facilitate the establishment and implementation of CPA. Provides secretariat services in the CPA meetings and constitution proceedings. Maintains the register of CPA's and similar entities. Promotes awareness of the CPA activities. Conducts investigation on the affairs and activities of the registered CPAs. Facilitate the mediation and dispute resolution proceedings of the CPA, monitor the validity of CPA transactions in accordance with the CPA constitution. Manage resources for the directorate. Manages the development and implementation of a skills development strategy within the Directorate in conjunction with Human Resources. Manages and implements performance management within the Directorate in conjunction with Human Resources. Manages effectively processes of grievances and discipline within the Directorate in conjunction with Human Resources. Supervision of administrative and professional personnel. Manages the Directorate's budgeting and expenditure services according to policy. Establishes and maintains appropriate systems (analytical tools, information systems, projections of cost behaviour) and policies to ensure effective and efficient management of resources. Ensures effective management of business risk, resources and continuity.
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<u>POST 11/47</u>	:	<u>DIRECTOR: STRATEGIC LAND ACQUISITION REF NO: 3/2/1/2017/044</u> Directorate: Strategic Land Acquisition
<u>SALARY</u>	:	R898 743 per annum, Level 13 (All inclusive package to be structured in accordance with the rules for SMS)
<u>CENTRE</u>	:	Eastern Cape (East London)
<u>REQUIREMENTS</u>	:	Bachelor's Degree or Advanced Diploma in Agricultural Studies/ Agricultural Economics/Development Studies or equivalent qualification (NQF Level 7) Post graduate qualification in Agricultural Studies/ Agricultural Economics/Development Studies will be an added advantage. 5 years' relevant experience at middle management level. Knowledge of the Land Reform: Provision of land and assistance Act as amended. Knowledge of the Land Reform (Land Tenants) Act. Knowledge of the Restitution Act. Knowledge of the extension of Land Tenure Security Act. Knowledge of Agrarian transformation as well as key priorities of government. Knowledge of Comprehensive Rural Development Programmes (CRDP). Knowledge of relevant prescripts pertaining to land reform and other relevant prescripts. Communication skills. Strategic management skills. Negotiation skills. Computer literacy skills. Stakeholder relationship skills. Facilitation/coordination skills. Presentation skills. Financial Management skills. Project Management skills. Interpersonal relation skills. Valid Driver's License. Post graduate qualification in Agricultural Economics/Agricultural Studies/ Development Studies will be an added advantage.
<u>DUTIES</u>	:	Manage the identification and assessment of strategically located land aligned to the strategic commodities. Map and identify strategic suitable land for acquisition by the State. Develop and maintain database on all suitable land acquisition for the State. Map and overlay the identified land with APAP/AVMP key commodities. Align acquired land to other Land Reform programmes (PLAS & Household). Manage the land acquisition approval process through relevant structures. Provide project management and maintain project register in terms of the EPMP requirements. Manage the selection of suitable candidates for land allocation. Allocate acquired land to category and targeted groups. Align land allocated to the beneficiary selection policy. Manage the selection process of beneficiaries for land allocation. Manage land allocation approval process through relevant approval structures. Develop and maintain lease/land application system/database. Maintain credible lease land application system/database. Provide management information report to relevant approval structures and departmental management.
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