

## DEPARTMENT OF AGRICULTURE, FORESTRY AND FISHERIES

**APPLICATIONS**

: Human Communications has been retained to handle all responses. Please forward your application, quoting the relevant reference number, to PO Box 1305, Rivonia 2128 or hand deliver at 3 Autumn Street, Rivonia, or you can apply online at [www.humanjobs.co.za](http://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  
 14 April 2017

**CLOSING DATE****NOTE**

: 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 must be submitted on a Z83 Form, obtainable from any Public Service department or on the Internet at <http://www.daff.co.za/doaDev/doc/Z83.pdf> which must be signed and dated (an unsigned Z83 form will disqualify an application) and should be accompanied by a recently updated, comprehensive CV as well as copies of all qualification(s) (Matric Certificate must also be attached) and ID document and driver's licence (where applicable), including the details of at least two contactable referees (should be people who recently worked with the applicant). 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 be legible and 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. Kindly take note that it is the responsibility of the applicant to ensure that applications submitted via fax or email includes all required information attached in one email or fax and that the documents are legible and in an accessible format. Queries in this regards can be directed to (011) 257 8012 before the closing date at 17h00. The Department and Human Communications will not be held liable for any ineligible and/or inaccessible documents received.

## OTHER POSTS

- POST 13/01** : **DEPUTY DIRECTOR: COMMERCIAL FORESTRY REF NO: 99/2017**  
Directorate: Forestry Management Mpumalanga/Limpopo
- SALARY CENTRE REQUIREMENTS** : R726 276 per annum (all-inclusive package)  
: Nelspruit  
: Applicants must be in possession of a Bachelor's/B.Tech degree or National Diploma in Forestry coupled with managerial experience in commercial forestry. Sound understanding of the National Forests Act of 1998 (NFA, Act No 84 of 1998) and National Veld and Forest Fire Act of 1998 (NVFFA, Act No 101 of 1998) and Public Finance Management Act (PFMA, Act No 01 of 1999), Treasury Regulation and other related financial policies and environmental legislation, policies that are applicable in the Forestry Sector. Good interpersonal relations and ability to work effectively with stakeholders at all levels within and outside the Department. Good communication (verbal and written) skills and managerial skills as well as the ability to manage a team of professionals. Computer skills in Microsoft Office software. Valid driver's licence.
- DUTIES** : The incumbent will be responsible to manage, plan, coordinate, organise, control and supervise the management of a group of state plantations in the Mpumalanga Province. Provide support, assistance and report to the Director regarding commercial forestry strategic matters. Perform commercial forestry activities in the plantations to optimise equitable economic benefit regarding harvesting, silviculture, plantation protection (fire, diseases, pests etc.) and infrastructures in the plantations. Implement the most effective procedures to apply norms and standards, and monitor forestry teams and contractors. Ensure maintenance of conservation areas and removal of alien invasive species. Develop, implement and update Annual Operation Plans and Fire Management Plan for the plantation. Compile commercial forestry budget, control and monitor the expenditure and revenue. Co-ordinate plantation and perform forestry functions in accordance with departmental policies, Principles, Criteria indicators and Standards (PCI&S), Forestry Stewardship Council (FSC), Occupational Health and Safety (OHS), National Forests Act and National Veld and Forest Fire Act. Perform administrative function including Employees Performance Management and Development Systems (EPDMS), work plans, weekly, monthly and quarterly report on forestry operational activities achieved. Manage revenue collection and timber marketing. Participate and liaise with forestry stakeholders in compliance to participatory forestry management principles.
- ENQUIRIES NOTE** : Mr M.A. Tshivhase, tel. (015) 519-3300/35  
: In terms of the departmental employment equity target, priority will be given to African females and people with disabilities.
- APPLICATIONS** : [daff10@humanjobs.co.za](mailto:daff10@humanjobs.co.za) or fax: 086 762 3008
- POST 13/02** : **DEPUTY DIRECTOR: FOOD SAFETY AND QUALITY ASSURANCE REF NO: 108/2017**  
Directorate: Food Safety and Quality Assurance
- SALARY CENTRE REQUIREMENTS** : R726 276 per annum (all-inclusive package)  
: Pretoria  
: Applicants must be in possession of Bachelor's degree/National Diploma in Agricultural Sciences, Food Sciences/Technology and/or Microbiology. Knowledge of and extensive managerial experience in, inter alia, policy development and analysis, negotiation and project management. In-depth knowledge and understanding of applicable legislation, regulations, policies and strategies pertaining but not limited to the Agricultural Product Standards Act, 1990 (Act No 119 of 1990) and Liquor Products Act, 1989 (Act No 60 of 1989). Ability to interpret and communicate requirements and provisions of relevant legislation, policies, norms, standards and international agreements as well as protocols. Demonstrate knowledge relating to relevant committees of Codex Alimentarius, World Wine Trade Group (WTG), International Organisation of Vine and Wine (OIV), United Nations for Economic Commission of Europe (UNECE) and WTO (SPS and TBT committees). Good presentation and facilitation skills. Good communication skills, good interpersonal relations and proven management experience regarding personnel. Analytical and organisational skills. Computer literacy in MS Office software. Valid driver's licence.

**DUTIES** : The incumbent will be responsible to provide a management, leadership and administration function in accordance with the applicable legislation and law enforcement requirements. Develop policies, norms, standards and strategies to reduce risks associated with food safety and quality assurance of agricultural and liquor products. Provide policy direction and guidelines to designated analytical laboratories and assignees. Ensure the management of financial, asset and human resources of the Sub-directorate.

**ENQUIRIES** : Mr B.M. Makhafole, (012) 319-6023  
**APPLICATIONS** : [daff11@humanjobs.co.za](mailto:daff11@humanjobs.co.za) or fax: 086 537 5606

**NOTE** : All short-listed candidates will be subjected to a technical exercise intended to test relevant basic understanding of the job content. In terms of the departmental employment equity targets, priority will be given to African females and people with disabilities.

**POST 13/03** : **CHIEF AGRICULTURAL FOOD AND QUARANTINE TECHNICIAN REF NO: 115/2017**

Directorate: Inspection Services

**SALARY** : R311 784 per annum  
**CENTRE** : Stellenbosch  
**REQUIREMENTS** :

Applicants must be in possession of a National Diploma or Bachelor's degree in Agriculture or Horticulture or Food Technology or Food Sciences or Environmental Health with at least one of the following subject as a major: Agronomy, Botany, Biotechnology, Biochemistry, Crop or Plant Production or Protection, Food Chemistry/Technology or Microbiology. BTech Quality will also be considered (you are required to furnish a credit statement and/or statement of results). Relevant technical experience in law enforcement, regulatory environment, quality assurance, quality control, liquor products or processed products, food safety, agriculture and related food industry. Knowledge of relevant legislation, international standards and agreements eg World Trade Organisation (WTO-SPS), Technical Barriers to Trade (TBT) and CODEX Alimentarius etc. Good skills in communication, problem solving, interpersonal relations, conflict handling, planning and organising. Proven ability to share knowledge and experience and train others. Ability to work independently and in a team environment. Conversant in one of the official languages in which the relevant legislation is written. Capable and willing to conduct inspections, inter alia, in rail trucks, on trucks, ships, in containers and cold storages etc. Prepared to travel away from home/office at short notice, work irregular hours (shifts) and work overtime. Valid driver's licence. Basic computer skills in MS Office software.

**DUTIES** : The incumbent will be responsible to enforce the Agricultural Products Standards Act, 1990 (Act 119 of 1990) and the Liquor Products Act, 1989 (Act 60 of 1989) and other related legislation, standards, policies and international agreements to ensure that the quality and sanitary status of agricultural and liquor products comply with the relevant minimum requirements. This includes the independent planning and conducting of inspections and auditing of assignees respectively. Inspections include sampling, testing and evaluating labels of agricultural products and marking requirements, investigations, detections and administrative tasks relating to these functions. Where applicable the sale/movement of products will have to be prohibited and a due legal process to be followed. At times it will be required to conduct inspections away from his/her station/home as well as overnight sleeping away when necessary. Render service on short notice and after hours at or away from his/her station when necessary. Offer regulatory services pertaining to other legislation and international obligations.

**ENQUIRIES** : Mr G. Tsako, tel. (021) 809-1641

**NOTE** : In terms of the departmental employment equity target, priority will be given to African and Coloured females and people with disabilities.

**APPLICATIONS** : [daff13@humanjobs.co.za](mailto:daff13@humanjobs.co.za) or fax: 086 537 4896

**POST 13/04** : **PROGRAMME ASSISTANT REF NO: 134/2017**

Directorate: Office of the Director-General

**SALARY** : R311 784 per annum  
**CENTRE** : Pretoria  
**REQUIREMENTS** :

Applicants must be in possession of a National Diploma/ Bachelor degree in the Administration/ Management or Secretarial disciplines plus relevant experience in secretariat environment. Knowledge of Public Service and

- Departmental prescripts/policies. Excellent communication skills (verbal, presentation and report writing). Good telephone etiquette, document tracking system and computer literacy (MS Office) software. Planning and organising skills. Interpersonal skills. The ability to interpret relevant documents. A driver's licence and ability to drive.
- DUTIES** : The incumbent will be responsible to provide a comprehensive executive support to the Director-General. Provide technical administrative support with regard to research and coordination of information for the Director-General. Monitor and ensure implementation by Programme/Directorates of all tasks issued from the office of the Director-General. Draft reports, briefing notes, concepts letters, presentation and other documentation as required. Develop and implement the secretary system to support the efficient management of the office. Advise the Director-General on engagement on the basis of correspondence. Render secretariat services. In terms of the departmental employment equity target, priority will be given to and people with disabilities.
- ENQUIRIES** : Ms A. Stevens, tel. (012) 319 7377  
**APPLICATIONS** : [daff10@humanjobs.co.za](mailto:daff10@humanjobs.co.za) or fax: 086 762 3008  
**NOTE** : In terms of the departmental employment equity target, priority will be given to African males and Coloured and African females and people with disabilities
- POST 13/05** : **SENIOR FORESTRY DEVELOPMENT OFFICER REF NO: 96/2017**  
 Directorate: Forestry Management (Other Regions)
- SALARY** : R262 272 per annum  
**CENTRE** : Pretoria  
**REQUIREMENTS** : Applicants must be in possession of a Bachelor's degree/National Diploma in Forestry/Developmental Studies. Relevant experience in the field of forestry. Knowledge of forestry sector, community dynamics, PFMA and Public Service regulations. Key competencies in planning and organising, communication/interpersonal, listening, problem analysis and solving. Decision-making skills. Policy analysis skills. Computer literacy. Project and programme management. Strategic thinking and human resource matters. Generic assessment factors: Leadership, planning and execution. Delegation and empowerment. Acceptance of responsibility and management of human resources. Ability to work under pressure extended working hours and unfavourable weather conditions. Valid driver's licence.
- DUTIES** : The incumbent will be responsible to render technical advice and support on the implementation of sustainable forestry development initiatives and activities. Provide technical advice and support in terms of greening programmes or initiatives for institutional. Provide technical advice and support in terms of greening programmes or initiatives for institutional development. Render support on the implementation of livelihood development programmes or projects. Render support on the implementation of forestry enterprise development initiatives. Provide general administration support service.
- ENQUIRIES** : Mr T. Dlamini, tel. (012) 309-5733  
**APPLICATIONS** : [daff14@humanjobs.co.za](mailto:daff14@humanjobs.co.za) or fax: 086 537 4961  
**NOTE** : In terms of the departmental employment equity target, priority will be given to African and Indian males and African and Coloured females and people with disabilities.
- POST 13/06** : **ENTREPRENEURIAL FACILITATOR REF NO: 106/2017**  
 Directorate: Cooperatives and Enterprise Development
- SALARY** : R262 272 per annum  
**CENTRE** : Pretoria  
**REQUIREMENTS** : Applicants must be in possession of a Bachelor's degree in Business Management/Economics and/or Natural Science discipline with either Economics/Agricultural Economics and/or Business Management as major subjects (you are required to furnish a credit certificate and /or statements of results). Appropriate experience in a business support environment. Good communication skills (verbal and written). Project planning and management skills. Analytical and report-writing skills. Organising and interpersonal relations. Computer literacy in MS Office software (Word, Excel, PowerPoint and the Internet). Ability to work under pressure and meet deadlines. Valid driver's licence.
- DUTIES** : The incumbent will be responsible to support capacity building for provincial officials in rolling out capacity building tools for SMMEs management support using the Agribusiness Appraisal Tool (AAT). Identify training needs for various

groups within the sector. Conduct preliminary assessments on beneficiaries. Identify enterprise support requirements and conduct viability and or feasibility studies on prospective projects on the basis of technical, social, economic, environmental and financial management, market, processes, etc to aid decision making on types of assistance for project support and facilitate linkages. Compile compressive reports on the status of enterprises upon visitation or consultation. Research and analyse business opportunities, resources and support requirements with regard to strategic options available within the agricultural, forestry and fisheries sector. Support the processes of drafting frameworks, guidelines, strategies and policies targeted towards the development and support of SMMEs in the sector.

**ENQUIRIES** : Ms V. Sibelekwana, tel. (012) 319-8153  
**APPLICATIONS** : [daff15@humanjobs.co.za](mailto:daff15@humanjobs.co.za) or fax: 086 537 4980  
**NOTE** : In terms of the departmental employment equity targets, priority will be given to Coloured and Indian females and people with disabilities.

**POST 13/07** : **FOOD SECURITY OFFICER REF NO: 116 /2017**  
 Directorate: Subsistence Farming

**SALARY** : R262 272 per annum  
**CENTRE** : Pretoria  
**REQUIREMENTS** : Applicants must be in possession of a Bachelor degree in Agricultural Sciences, Rural Development, Social Statistics/ Sciences, Geographic Information System with relevant experience in research and analysis of food security, socio-economic and developmental issues using various quantitative and qualitative methodologies and approaches. Working experience in information management system and analysis tools such as MS Excel, SPSS and GIS. Knowledge of Public Service and departmental prescripts/ policies. Valid driver's licence.

**DUTIES** : The incumbent will be responsible to improve household food security, production system and development support of subsistence farmer/producers in the agriculture, forestry and fisheries sectors. Provide support in the development and measurement of indicators for monitoring food insecurity and vulnerability in the country. Provide technical assistance in the design, support and maintain a food security and vulnerability early warning information system. Conduct and continuously update the livelihoods based food security and vulnerability analysis.

**ENQUIRIES** : Ms. T.R. Dlamini, tel. (012) 319-7870  
**APPLICATIONS** : [daff16@humanjobs.co.za](mailto:daff16@humanjobs.co.za) or fax: 086 537 5052  
**NOTE** : In terms of the departmental employment equity target, priority will be given to African, Coloured and Indian males and Coloured and Indian females and people with disabilities.

**POST: 13/08** : **SENIOR FORESTRY REGULATION OFFICER REF NO: 98/2017**  
 Directorate: Forestry Management (Other Regions)

**SALARY** : R262 272 per annum  
**CENTRE** : North West  
**REQUIREMENTS** : Applicants must be in possession of a Bachelor's degree/National Diploma in Forestry/Developmental Studies. Relevant experience in the forestry sector or environmental field. Administration and implementation of NFA of 1998 and NVFFA of 1998. Knowledge of forestry sector, community dynamics, PFMA and Public Service regulations. Key competencies in planning and organising, communication/interpersonal skills, listening, problem analysis and solving. Decision-making skills. Policy analysis, computer literacy. Project and programme management. Strategic thinking and human resource matters. Generic assessment factors: Leadership, planning and execution. Delegation and empowerment. Acceptance of responsibility and management of human resources. Ability to work under pressure extended working hours and unfavourable weather conditions. Valid driver's licence.

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

**ENQUIRIES** : Ms N. Gobodwana, tel. (053) 927-0843

**APPLICATIONS** : [daff17@humanjobs.co.za](mailto:daff17@humanjobs.co.za) or fax: 086 537 5080

**NOTE** : In terms of the departmental employment equity target, priority will be given to African and Indian males and African and Coloured females and people with disabilities.

**POST 13/09** : **SENIOR FORESTER REF NO: 102/2017**  
Directorate: Forestry Management (Other Regions)

**SALARY** : R262 272 per annum

**CENTRE** : North West

**REQUIREMENTS** : Applicants must be in possession of a Bachelor's degree/National Diploma in Forestry. Relevant experience at supervisory level in forestry-related matters. Knowledge and understanding of policy and legislation framework, sectoral legislation and the regulatory framework of forestry and labour in South Africa. Best management practices for forestry and environmental management systems. Knowledge of silvicultural practices, NFA of 1998 and NVFFA of 1998. Knowledge and understanding of Public Service legislation, PFMA and HRM. Good communication (verbal and written) skills, Computer literacy (MS Office) software. Valid driver's licence and willingness to travel extensively as well as away from home in the execution of duties.

**DUTIES** : The incumbent will be responsible to oversee and render commercial activities in the plantations. Render forestry protection services. Liaise with stakeholders. Render environmental protection activities. Staff management.

**ENQUIRIES** : Ms N. Gobodwana, tel. (053) 927-0843

**NOTE** : In terms of the departmental employment equity target, priority will be given to African and Indian males and African and Coloured females and people with disabilities.

**APPLICATIONS** : [daff18@humanjobs.co.za](mailto:daff18@humanjobs.co.za) or fax: 086 537 4525

**POST 13/10** : **SCIENTIFIC TECHNICIAN PRODUCTION GRADE A-C (OSD) 3 POSTS REF NO: 103/2017**  
Directorate: Agricultural Input Control

**SALARY** : R255 768-R392 070 per annum (salary to be determined according to experience in line with OSD requirements)

**CENTRE** : Pretoria

**REQUIREMENTS** : Applicants must be in possession of a National Diploma in Science or Bachelor's degree with at least one of the following major subjects: Animal Science, Animal Nutrition or Animal Health (you are required to furnish a credit certificate and/or statement of results, and a copy of the service record must be attached). Compulsory registration with the South African Council for Natural Scientific Professions (SACNASP) as at least a Certificated Natural Scientist or submit proof of applying for registration and 3 years' post-qualification experience. Relevant experience in and knowledge of programme and project management, scientific methodologies and models. Ability to research and develop independently, computer applications (MS Office software: Word, Excel and PowerPoint), legal compliance, technical report writing. Ability to prepare and present complex report, data analysis (high level analytical skills). Expertise and experience in the interpretation of the Fertilizers, Farm Feeds, Agricultural Remedies and Stock Remedies Act, 1947 (Act No 36 of 1947), as well as presentation and mentoring skills. Valid driver's licence.

**DUTIES** : The incumbent will be responsible to assist with evaluation and review of scientific data to support the registration of farm feeds or stock remedies and minor registration applications. Scientifically verify and screen registration applications. Prepare and provide written technical evaluation reports. Ensure that scientific trails are designed, conducted and interpreted in a sound scientific manner. Assist in the development of new policies, programmes and processes relating to the registration of farm feeds or stock remedies, including the preparation of guidelines, manuals and scientific and technical reports on the regulation of these products. Participate in national and international activities to facilitate harmonisation of testing and evaluation procedures. Create public awareness on the regulation of farm feeds or stock remedies. Liaise with relevant bodies/council, industries, Government departments and other stakeholders on science and regulatory related matters. File and maintain database.

**ENQUIRIES** : Ms T. Banda, tel. (012) 319-6837

**APPLICATIONS** : [daff12@humanjobs.co.za](mailto:daff12@humanjobs.co.za) or fax: 086 537 4819

**NOTE**

: In terms of the departmental employment equity targets, priority will be given to African males and African, Coloured and Indian females and people with disabilities.