

## 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

**CLOSING DATE**

: 9 June 2017

**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 illegible and/or inaccessible documents received.

## OTHER POSTS

- POST 21/01** : **ENGINEER (PRODUCTION) GRADE A-C 5 POSTS REF NO: 158/2017**  
Directorate: Infrastructure Support
- SALARY** : R637 875-R977 883 per annum (salary to be determined according to experience in line with OSD requirements)
- CENTRE** : Pretoria
- REQUIREMENTS** : Applicants must be possession of a BEng/BSc in Engineering with 3 years' post-qualification engineering experience. Compulsory registration with ECSA as a Professional Engineer. Knowledge of and experience in agricultural, forestry and fisheries infrastructure projects relating to engineering design and analysis, project management, research and development, legal compliance, technical report writing, creating high performance culture, networking, decision making and professional judgement. Computer literate in computer-aided engineering applications (eg Auto-CAD). Must be a team leader and a change agent. Analytical, creative, self-management and financial skills. Customer focus and responsiveness. Good communication, planning and organising skills. Ability to handle conflict, solve problems, manage people and be innovative. Valid driver's licence.
- DUTIES** : Perform all aspects of varied innovative and complex engineering activities that result in progress in technology and engineering applications and provide strategic direction in the process for project planning of agriculture projects. Design systems to solve agricultural infrastructure engineering challenges. Draft agricultural infrastructure engineering norms and standard. Draft agricultural infrastructure engineering norms, standards, guidelines and best practices. Monitor and evaluate agricultural infrastructure engineering norms, standards, guidelines and best practices. Research and develop appropriate solutions. Provide solution to clients in line. Coordinate and monitor the implementation of solution. Render advisory agricultural infrastructure services and project support to stakeholders. Gather relevant project information. Ensure that planning and design by stakeholders (DAFF, provinces and private companies) is done according to sound agricultural engineering norms and standards, guidelines and best practices. Be responsible for office administration and budget planning. Manage resources and prepare and consolidate inputs for facilitation of resource utilisation. Ensure adherence to regulations and procedures for procurement and personnel administration. Monitor and control expenditure. Develop human capital. Ensure training and development of staff to promote skills/knowledge transfer and adherence to sound agricultural engineering principles and code of practice. Administer performance management and development.
- ENQUIRIES** : Mr J.M.J. du Plessis, tel. (012) 846-8501/2
- APPLICATIONS** : [daff23@humanjobs.co.za](mailto:daff23@humanjobs.co.za) or fax: 086 537 4622
- NOTE** : In terms of the departmental employment equity target, priority will be given to African males and African females and people with disabilities.
- POST 21/02** : **SCIENTIST PRODUCTION GRADE A (OSD) REF NO: 157/2017**  
Directorate: Inspection Services
- SALARY** : R549 639 per annum (salary to be determined according to experience in line with OSD requirements)
- CENTRE** : Stellenbosch
- REQUIREMENTS** : Applicants must be in possession of a BSc (Hons) degree in any Biological Science (you are required to furnish a credit statement and/or statement of results) with 3 years' post-qualification natural scientific experience. Compulsory registration (or proof of your application for registration) with the South African Council for Natural Scientific Professionals (SACNASP) as a Professional Natural Scientist (certified copy of registration certificate must be attached). Experience in nematology including taxonomy and molecular biology. Knowledge of and experience in scientific methodologies and techniques. Ability to analyse data and to prepare and present scientific reports. Supervisory and mentoring skills. Computer literate in MS Office software. Valid driver's licence.
- DUTIES** : Detect and identify nematodes on traded plant products using morphological identification and molecular biology techniques. Detect, collect, prepare, identify and manage nematology specimens. Monitor and evaluate performance, identify gaps and develop interventions within the Nematology unit. Provide phytosanitary scientific support with respect to data, information and advice to

relevant stakeholders. Coordinate and perform scientific principles and techniques and analyse data to generate information. Be responsible for continuous professional development to keep up with new technologies and procedures. Conduct basic and applied research, publish and present findings. Mentor, train and supervise personnel and manage performance.

**ENQUIRIES**  
**APPLICATIONS**  
**NOTE**

: Mr N. Africander, tel. (021) 809-1625  
: [daff28@humanjobs.co.za](mailto:daff28@humanjobs.co.za) or fax: 086 537 5239  
: In terms of the departmental equity target, priority will be given African females and people with disabilities.

**POST 21/03**

: **SENIOR EMPLOYEE RELATIONS PRACTITIONER REF NO: 5/2017**  
Directorate: Employee Relations

**SALARY**  
**CENTRE**  
**REQUIREMENTS**

: R281 418 per annum  
: Pretoria  
: Applicants must be in possession of a Bachelor's degree or National Diploma in Labour Relations and relevant experience in Labour Relations. Valid driver's licence.

**DUTIES**

: Promote sound labour relations in the department. Manage, coordinate and conduct investigations on labour relations matters, including grievances, complaints and misconduct cases. Represent the Department at disciplinary hearings, compile appointment letters of investigating and presiding officers in disciplinary cases and grievance investigating officers, compile notices of disciplinary hearing and formulate charges. Monitor progress of disciplinary hearing and grievance investigations, compile outcome letters on labour relations matters. Ensure implementation of outcome on labour matters, proceedings. Render advice on labour relations matters. Monitor implementation of arbitrary awards, collective agreements and directives. Represent the Department at labour forums. Represent the Department at GPSSBC, PSCBC, CCMA conciliations and arbitrations. Represent employer at multilateral meetings with trade unions to consult/negotiate departmental policies. Manage employee relations information systems monthly update of database, capture labour matters on PERSAL, compile labour relations reports to relevant stakeholders.

**ENQUIRIES**  
**APPLICATIONS**  
**NOTE**

: Mr N. Nsele, tel. (012) 319-6995  
: [daff24@humanjobs.co.za](mailto:daff24@humanjobs.co.za) or fax: 086 537 4648  
: In terms of the departmental employment equity target, priority will be given to Coloured males, Coloured females, Indian females and people with disabilities.

**POST 21/04**

: **SENIOR FORESTER 2 POSTS REF NO: 125/2017**  
Directorate: Woodlands and Indigenous Forest Management

**SALARY**  
**CENTRE**  
**REQUIREMENTS**

: R281 418 per annum  
: Ntsubane Forest Estate (Mthatha) & Willowvale Forest Estate (King William's Town) (Eastern Cape)  
: Applicants must be in possession of a National Diploma in Forestry, Conservation or Environmental Sciences. Relevant experience in conservation/environmental/forest ecology field. Knowledge of Public Service and departmental prescripts/policies. Knowledge of NFA, NVFFA and other environmental legislation. Computer literate. Knowledge of botany/species identification and ecology. Asset management and project management skills. Presentation and conflict management skills. Planning and organising skills. Research and report-writing skills. Supervisory, decision-making and minute-taking skills. Ability to work extended hours. Ability to drive/walk in rugged terrain and long distances. Exposure to extreme weather condition. Valid driver's licence.

**DUTIES**

: Provide biodiversity and infrastructure management services within a forest management unit. Implement infrastructure management plan. Implement biodiversity monitoring and management practices identified in the management plan. Ensure the provision of environmental education at the FMU to promote environmental awareness. Perform an office administrative and related function.

**ENQUIRIES**  
**APPLICATIONS**  
**NOTE**

: Mr W. Kedama, tel. (043) 604 5570/5400  
: [daff25@humanjobs.co.za](mailto:daff25@humanjobs.co.za) or fax: 086 537 4759  
: In terms of the departmental employment equity target, priority will be given to Coloured males and Indian males, African, Coloured, and White females and people with disabilities.

**POST 21/05** : **AGRICULTURAL FOOD AND QUARANTINE TECHNICIAN 8 POSTS REF NO: 153/2017**  
Directorate: Inspection Services

**SALARY** : R226 611 per annum  
**CENTRE** : Nakop X2, Vioolsdrift X2, Lebombo X2 and Cape Town International Airport X2  
**REQUIREMENTS** : Applicants must be in possession of a National Diploma or Bachelor's degree in Agriculture and/or Animal Health with Horticulture/Botany/Plant Protection (Entomology/Plant Pathology), Animal Diseases and/or Production as a major subject(s) (you are required to furnish a credit certificate and/or statement of results). Sufficient technical experience and knowledge with regard to the Agricultural Pests Act, 1983 (Act 36 of 1983), the Animal Diseases Act, 1984, (Act 35 of 1984), the Meat Safety Act, 2000 (Act 40 of 2000), the Plant Improvement Act 1976, (Act 53 of 1976), the Liquor Products Act, 1989 (Act 60 of 1989), the Genetically Modified Organisms Act, 1997 (Act 15 of 1997), the Agricultural Product Standards Act, 1990 (Act 119 of 1990), the Fertilizers, Farm Feeds, Agricultural Remedies and Stock Remedies Act 1947 (Act 36 of 1947) and various international guidelines and obligations. Good communication skills. Planning, organising, problem-solving, interpersonal relations and analytical skills. Ability to work under pressure. Ability and willingness to conduct inspections inter alia on trucks, in containers, etc. Prepared to travel and work away from home/office on short notice, work shifts as well as irregular hours and overtime during the week and weekends. Computer literate in MS Office software (Word and Excel). Valid driver's licence and ability to drive.

**DUTIES** : Conduct inspections, sampling and other necessary functions including punitive measures and administration to exercise imports and exports control over agricultural products regulated by various relevant international guidelines and obligations. Liaise and provide technical advice to stakeholders eg trade organisations, industries, private sector institutions, importers/exporters, legal representatives, assignees, etc. Conduct searches of passengers, motor vehicles, etc with regard to illegal imports of regulated agricultural products by the appropriate means ie physical inspections, sniffer dog or X-ray machines and perform administrative duties.

**ENQUIRIES** : Mr N.B. Luvhimbi, tel. (012) 309-8737/Ms L.R. Moodley, tel. (012) 309-8736 and Mr L. Mochena, tel. (011) 390-7501

**APPLICATIONS** : [daff26@humanjobs.co.za](mailto:daff26@humanjobs.co.za) or fax: 086 537 5172

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

**POST 21/06** : **BURSARY STUDENT COUNSELLOR REF NO: 178/2017**  
Directorate: Sector Education and Training

**SALARY** : R226 611 per annum  
**CENTRE** : Pretoria  
**REQUIREMENTS** : Applicants must be in possession of a National Diploma/Bachelor's degree in Psychology/Social Science. Relevant work experience in the area of counselling/student development and support as well as student placement. Sound communication (verbal and written) skills as well as good interpersonal relations. Ability to work independently and operate as a team member. Report-writing and presentation skills. Analytical and innovative thinking abilities. Computer literate in MS Office software. High level of confidentiality, honest, reliability and good listening skills. Valid driver's licence and willingness to travel extensively.

**DUTIES** : Implement the Bursary Student Counselling Services through counselling and support to bursary holders on a continuous basis. Recruit and select potential DAFF bursary holders. Develop an effective academic progress monitoring system for bursary holders. Monitor the progress of bursary holders in various institutions of higher learning to identify early warning possible signs of failure. Facilitate and coordinate the development of placement programme for the bursary holders. Conduct orientation programme to settle new bursary smoothly in institutions of higher learning. Source academic support in various institutions for academic support for bursary holders. Execute administration functions and maintain comprehensive information management system to track programme beneficiaries. Compile monthly, quarterly and annual reports on Bursary Student Counselling.

**ENQUIRIES**  
**APPLICATIONS**  
**NOTE**

- : Ms D. Lekalakala, tel. (012) 319-7097
- : [daff27@humanjobs.co.za](mailto:daff27@humanjobs.co.za) or fax: 086 537 5174
- : In terms of the departmental employment equity target, priority will be given to Indian males and African female and Peoples with disabilities.