

DEPARTMENT OF AGRICULTURE, FORESTRY AND FISHERIES

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** :
- 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. 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** :
- NOTE** :
- 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 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 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 e-mail include all required information attached in one e-mail 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 17:00. The Department and Human Communications will not be held liable for any ineligible and/or inaccessible documents received.

OTHER POSTS

- POST 23/01** : **GISC TECHNICIAN CONTROL GRADE B (OSD) REF NO: 161/2017**
Directorate: Forestry Regulations and Oversight
- SALARY** : R684 069 – R977 883 per annum (salary to be determined according to experience in line with OSD requirements)
- CENTRE** : Pretoria
- REQUIREMENTS** : Applicants must be in possession of a Bachelor's degree/National Diploma in Geography/Environmental Sciences/Cartography with GIS or Information Management as a major subject (you are required to furnish a credit certificate and/or statement of results). Compulsory registration with the South African Council for Professional and Technical Surveyors (PLATO) as a GIS Technician (proof must be submitted) and advanced computer literacy, including knowledge of different GIS software packages. Six (6) years' experience in relevant GIS or data management and natural forest resource management planning and implementation. Innovative, problem-solving, interpersonal and conflict management skills. Valid driver's licence.
- DUTIES** : Manage the GIS section of the Directorate: Forestry Regulation and Oversight. Provide geographical support service for data collection and map production for forest resources. Manage, maintain and monitor the spatial and non-spatial database for forestry. Manage forestry information including the design and development of geo-database for forestry inventories and forest monitoring system. Provide data collection standards and procedure for veld and forest fire risk mapping. Manage forest land use and forest land cover mapping using latest classification system. Prepare specification for acquisition of spatial data. Research and advise on new spatial technologies to improve forest mapping. Provide digital data and mapping and customise to meet clients' needs accordingly. Provide administrative and management support to GIS staff. Consult with clients/data custodians inside and outside of the Department of Agriculture, Forestry and Fisheries. Manage the operations of GIS equipment, software and Information Technology support. Render general administration.
- ENQUIRIES** : Mr A.R. Madula, Tel no: (012) 309 5710
- APPLICATIONS** : daff29@humanjobs.co.za or fax: 086 537 5280
- NOTE** : In terms of the departmental employment equity targets, priority will be given to African males and African, Coloured and White Females and people with disabilities.
- POST 23/02** : **LAND USE ADVISOR REF NO: 160/2017**
Directorate: Land Use and Soil Management
- SALARY** : R417 552 per annum
- CENTRE** : Pretoria
- REQUIREMENTS** : Applicants must be in possession of a 4-year degree in the field of Agriculture/Natural Resources Management with appropriate experience. Knowledge of and experience in administration of subdivision of agricultural land. Computer literacy. Presentation and report-writing skills. Ability to work independently on normal technical matters. Valid driver's licence.
- DUTIES** : Provide a proactive advisory service and awareness to national, provincial and local level of government and organised agriculture to promote the implementation and adherence to the policy principles and the Act, in the framework of co-operative governance. Manage the work flow between the office of the delegated authority for the effective and sufficient management of applications, lodged in terms of Subdivision of Agriculture Land Act, Act 70 of 1970. Provide technical scientific inputs during the development, evaluation and refinement of policy, norms standards and regulations applicable to agricultural land. Technical and scientific assessment of all applications lodged in terms of the Subdivision of Agricultural Land Act, related prescripts and acts that involve agriculture land. Manage internal and external enquiries in respect to the Administration of Act, 70 of 1970 including the appeal process and complaints with the aim to recommend measures for improved service delivery at all levels. Conduct site inspections to determine the agricultural capacity

and suitability as well as the current and potential use of agricultural land. Participate and give comments to related land use prescripts to ensure the alignment with the policy principles and the objects of Act 70 of 1970 including demarcation of agricultural land.

ENQUIRIES : Ms M. Marubini, Tel no: (012) 319 7619
APPLICATIONS : daff30@humanjobs.co.za or fax: 086 537 5311
NOTE : In terms of the departmental employment equity targets, priority will be given to African, Coloured, Indian, and White females and people with disabilities.

POST 23/03 : **ASSISTANT DIRECTOR: FOREST LAND MANAGEMENT REF NO: 179/2017**
Directorate: Forestry Management (Other Regions)

SALARY : R334 545 per annum
CENTRE : Western Cape (Knysna)
REQUIREMENTS : Applicants must be in possession of a Bachelor's degree in Forestry with relevant experience in land administration or land reform administration. Knowledge and understanding of Public Service Legislation, PFMA and HRM. Valid driver's licence and willingness to travel extensively as well be away from home in the execution of duties.

DUTIES : Facilitate and monitor compliance with the land reform, land use and asset management, land rights, community liaison and mediation requirements in the forestry lease contracts. Ensure sustainable forest management by monitoring forest resources utilisation data. Ensure continued access and utilisation of national research facilities. Ensure certificate of FLMA of leased State forests. Ensure compliance with fire protection measures. Ensure compliance with NFA/lease on access/access maps and rules. Manage exit lease agreement.

ENQUIRIES : Mr. M. Falitenjwa, tel. (021) 944-1401
APPLICATIONS : daff@humanjobs.co.za or fax: 086 609 2116
NOTE : In terms of the departmental employment equity target, priority will be given to African male and people with disabilities.

POST 23/04 : **RESEARCH OFFICER REF NO: 177/2017**
Directorate: Policy Research Support

SALARY : R334 545 per annum
CENTRE : Pretoria
REQUIREMENTS : Applicants must be in possession of a Bachelor of Science degree with Honours in a forestry or agriculture field. The applicant must have relevant experience in research management and policy development environment. Thorough understanding of the research, technology development and transfer systems. Understanding of policy development process, research projects management, analysis and monitoring. The applicant must have knowledge and application of the Public Finance Management Act, 1999 (Act 1 of 1999) (PFMA) and Treasury Regulations. Applicant must have good knowledge of the legislation and policies relating to Forestry and Agriculture Research and technology development and National System of Innovation (NSI). The applicant must be a good communicator (verbal and written) and be computer literate (MS Office programs). Sound interpersonal skills and above average planning and organising skills are also required. The applicant must have project planning and management skills, facilitation and coordination skills, analytical and monitoring skills. The applicant must possess a valid driver's licence and the ability to drive.

DUTIES : The incumbent will be responsible to develop and implement research and development policies for the sectors. Develop and implement the research and development agenda for the sector. Coordinate the commissioning of research and development services for the department. Coordinate, develop and implement regulatory frameworks that ensure a robust research system. Provide support in the development and implementation of governance framework for agricultural research entities).

ENQUIRIES : Mr G. Shole and Ms H. Mthombeni, Tel no: (012) 319-6274 or (012) 319-6186
APPLICATIONS : daff26@humanjobs.co.za or fax: 086 537 5172
NOTE : In terms of the departmental employment equity target, priority will be given to African females and people with disabilities

POST 23/05 : **SENIOR HUMAN RESOURCES OFFICER 2 POSTS REF NO: 109/2017**
Directorate: Grootfontein Agricultural Development Institute

SALARY : R152 862 per annum
CENTRE : Middelburg, Eastern Cape (GADI)
REQUIREMENTS : Applicants must be in possession of a Grade 12 (Matric) Certificate. Experience related to a human resources and/or administrative environment(s). Working knowledge and understanding of the legislative framework governing the Public Service and other relevant Human Resources prescripts/policies. Computer literacy in MS Office and able to capture data as well as operate a computer. Good communication (written and verbal), problem-solving, interpersonal as well as planning and organising skills. Ability to work in a team and under pressure. Willingness to travel to clients in outside offices.

DUTIES : Implement the outcomes of the recruitment and selection processes and adjustments to employee's rank and salary positions where applicable. Administer probationary appointments and EPDMS reports as well as corresponding transactions and allowances. Implement transactions on the PERSAL System and for the maintenance of information and statistics. Attend to enquiries and render human resources administrative advice.

ENQUIRIES : Ms. M.C. Green, Tel no: (049) 802 6640
APPLICATIONS : daff3@humanjobs.co.za or fax: 086 762 2894
NOTE : In terms of the departmental employment equity target, priority will be given to African males and African females and people with disabilities.