

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.

- APPLICATIONS** : The Department of Rural Development and Land Reform has launched the E-recruitment web site where 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>
- CLOSING DATE** : 02 March 2018 at 16:00
- NOTE** : 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. Applications must be submitted by clicking on the link to apply for the post above. <http://drdlr.erecruit.co.za/candidateapp/Jobs/Browse.aspx>. 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

- POST 07/30** : **DISTRICT DIRECTOR**
- SALARY** : R948 174 per annum (Level 13) (All-inclusive package to be structured in accordance with the rules for SMS)
- CENTRE** : Chief Directorate: Provincial Shared Service Centre: Gauteng (Ref No: 3/2/1/2018/041 Sedibeng/West Rand)
 Chief Directorate: Provincial Shared Service Centre: North West (Ref No: 3/2/1/2018/042 Dr Ruth Segomotsi Mompati)
 Chief Directorate: Provincial Shared Service Centre: Limpopo (Ref No: 3/2/1/2018/043 Waterberg, Ref No: 3/2/1/2018/044 Vhembe, Ref No: 3/2/1/2018/045 Mopani, Ref No: 3/2/1/2018/046 Capricorn, Ref No: 3/2/1/2018/047 Sekhukhune)
 Chief Directorate: Provincial Shared Service Centre: Mpumalanga (Ref No: 3/2/1/2018/048 Ehlanzeni)
 Chief Directorate: Provincial Shared Service Centre: Kwazulu Natal (Ref No: 3/2/1/2018/049 Ugu/Harry Gwala, Ref No: 3/2/1/2018/050 Zululand/Amajuba, Reference: 3/2/1/2018/051 Umgungundlovu/Ilembe, Ref No: 3/2/1/2018/052 Uthukela/Umzinyathi)
 Chief Directorate: Provincial Shared Service Centre: Free State (Ref No: 3/2/1/2018/053 Lejweleputwa/Fezile Dabi, Ref No: 3/2/1/2018/054 Thabo Mofutsanyane)
 Chief Directorate: Provincial Shared Service Centre: Eastern Cape (Ref No: 3/2/1/2018/055 Amathole, Ref No: 3/2/1/2018/056 Chris Hani, Ref No: 3/2/1/2018/057 Or Tambo/Alfred Nzo, Ref No: 3/2/1/2018/058 Joe Gqabi)
 Chief Directorate: Provincial Shared Service Centre: Western Cape (Ref No: 3/2/1/2018/059 Cape Winelands/Overberg)
 Chief Directorate: Provincial Shared Service Centre: Northern Cape (Ref No: 3/2/1/2018/060 Zf Mgcawu/Pixley Ka Seme, Ref No: 3/2/1/2018/061 Franses Baard/John Taole Gaetsewe, Ref No: 3/2/1/2018/062 Namakwa)
- REQUIREMENTS** : An NQF Level 7 qualification in the field of Commerce/Administration/Built Environment. A diploma or a six (6) month project management certificate or project management as a B Degree major subject. 5 years of experience at a middle management level within a project management environment. A thorough understanding of project management. Experience in the implementation and

management of projects. Hands on experience in intergovernmental relations. Experience in Stakeholder Management. Experience in land reform and rural development work will be an added advantage. Understanding of corporate governance principles. Knowledge of government systems. Ability to think conceptually when analysing data and designing concepts to modify corporate policies, procedures and processes. Knowledge of Government systems. Presentation skills. Computer literacy. A valid driver's licence (code 08) and willingness to travel.

DUTIES : Implement performance management and monitoring systems. Implement rural development and land reform programmes and projects at district level. Establish and maintain relationships with local municipalities and other stakeholders. Develop and implement local scenario and plans aligned to the mandate and core programmes of the Department. Coordinate and support local socio economic development projects and monitor and report on all the Department's work in District/s regularly. Knowledge of the following legislation, policies and procedures. South African Constitution. Public Service Act. Public Service Regulations. Public Finance Management Act. Departmental Legislative Frameworks. Monitoring and Evaluation Framework. Comprehensive Rural Development Programme Concept Document. Good governance and Batho-Pele Principles. Government systems and structures. Performance Management and Monitoring.

NOTE : 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. The job will require of the official to work irregular and extended hours. The successful candidate will have to make provision for this.

OTHER POSTS

POST 07/31 : **PROFESSIONAL CONSTRUCTION PROJECT MANAGER (REF NO: 3/2/1/2018/038)**
Directorate: Rural Infrastructure Development

SALARY : The salary will be between R637 875 - R977 883 per annum in accordance with the OSD

CENTRE REQUIREMENTS : Eastern Cape (Amathole District)
National Higher Diploma (Built Environment field) with a minimum of 4 years and 6 months certified experience. BTech (Built Environment field) with a minimum of 4 years certified managerial experience. Honours degree in Built Environment with a minimum of 3 years experience. Compulsory registration with the SACPCMP as a Professional Construction Project Manager on appointment. Job related knowledge: Programme and Project management, Project principles and methodologies, Knowledge in research and development, Computer aided engineering applications, Knowledge of legal compliance, Technical report writing, Creating high performance culture, Professional judgement, Knowledge of legal compliance. Job related skills: Decision making, Team leadership, Analytical, Creativity, Self-management, Financial management, Customer focus and responsiveness, Communication, Computer literacy, Planning and organizing, Conflict management, Problem solving analysis, People management. A valid driver's license (code 08).

DUTIES : Manage and co-ordinate all aspects of projects. Guide the project planning, implementation, monitoring, reporting and evaluation in line with project management methodology. Create and execute project work plans and revise as appropriate to meet changing needs and requirements. Identify resources needed and assign individual responsibilities. Manage day-to-day operational aspects of a project and scope and effectively apply methodology and enforce project standards to minimize risk on projects. Manage human capital development.

Ensure training and development of technicians, technologists and candidate engineers to promote skills/knowledge transfer and adherence to sound engineering principles and code of practice. Supervise the engineering work and processes. Administer performance management and development. Manage office administration tasks and budget planning. Provide inputs to other professionals and tender administration. Liaise and interact with service providers, client and management. Contribute to the human resources and related activities. Maintain the record management system and the architectural library and utilize resources allocated effectively. Conduct research and development of new technologies and systems. Keep up with new technologies and procedures. Research/literature on new developments on project management methodologies and liaise with relevant bodies/councils on project management.

NOTE : Coloured, Indian and White males and African, Coloured, Indian and White females and Persons with disabilities are encouraged to apply.

POST 07/32 : **SENIOR PROJECT OFFICER: RECAPITALIZATION (REF NO: 3/2/1/2018/039)**
Directorate: Strategic Land Acquisition

SALARY : R281 418 per annum (Level 8)
CENTRE : Eastern Cape (Alfred Nzo District)
REQUIREMENTS : Bachelor Degree/National Diploma in Agricultural studies or equivalent. Post Graduate Degree in Agriculture will be an added advantage. 2-3 years relevant experience. Knowledge of the Department's policies, prescripts and practice pertaining to CRDP and RADP. Knowledge of Land Reform Policies and other related legislations. Knowledge and understanding of various commodities e.g. Livestock, crop, sugar cane, vegetables, poultry and Horticulture production. Knowledge and understanding of sector needs and business requirements. Knowledge and understanding of Government Development Policies e.g. National Development plan, National Growth Patch etc. Corporate Governance. Job related skills: Project management, Conflict management, Agricultural development, Stakeholder mobilization, Analytical, Report writing, Computer literacy. A valid driver's licence (code 08). Willing to travel and work irregular hours.

DUTIES : Identify potential recapitalisation projects. Analyse and assess recapitalisation business plans. Implement recapitalisation project procedures within the relevant policy and programme guidelines. Establish committees within recapitalisation project areas of responsibility. Maintain accurate and accessible recapitalisation project support requirements. Liaise with relevant role-player/stakeholders with regard to recapitalization projects support requirements.

NOTE : Coloured, Indian and White males and Coloured, Indian and White females and Persons with disabilities are encouraged to apply.

POST 07/33 : **SENIOR PROJECT OFFICER: RECAPITALIZATION (REF NO: 3/2/1/2018/040)**
Directorate: Strategic Land Acquisition

SALARY : R281 418 per annum (Level 8)
CENTRE : Eastern Cape (Or Tambo District)
REQUIREMENTS : Bachelor Degree/National Diploma in Agricultural studies or equivalent. Post Graduate Degree in Agriculture will be an added advantage. 2-3 years relevant experience. Knowledge of the Department's policies, prescripts and practice pertaining to CRDP and RADP. Knowledge of Land Reform Policies and other related legislations. Knowledge and understanding of various commodities e.g. Livestock, crop, sugar cane, vegetables, poultry and Horticulture production. Knowledge and understanding of sector needs and business requirements. Knowledge and understanding of Government Development Policies e.g. National Development plan, National Growth Patch etc. Corporate Governance. Job related skills: Project management, Conflict management, Agricultural development, Stakeholder mobilization, Analytical, Report writing, Computer literacy. A valid driver's licence (code 08). Willing to travel and work irregular hours.

DUTIES : Identify potential recapitalisation projects. Analyse and assess recapitalisation business plans. Implement recapitalisation project procedures within the relevant policy and programme guidelines. Establish committees within recapitalisation project areas of responsibility. Maintain accurate and accessible recapitalisation

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