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

Online applications can be submitted on https://drdlr.erecruit.co/candidateapp/Jobs/Browse.aspx. Kindly note that technical support is available from Graylink, Monday to Friday from 8:30 to 17:00 @ 086 137 0202 should you experience any difficulties with your online application.

CLOSING DATE

22 February 2019 at 16:00

NOTE

DRDLR has a dual applications system where applicants can apply online via the e-Recruitment System or manually submit a Z83 obtainable from any Public Service department that should be accompanied by a comprehensive CV (previous experience must be comprehensively detailed) and certified (certification must not be older than 12 months) copies of qualifications, service certificates (in case of an OSD post), identification document and permanent residency/work permit. Reasonable accommodation shall be applied for People with Disabilities including where a driver's licence is a requirement in a non-Occupational Specific Dispensation (OSD) post. Please ensure that you submit your application before the closing date as no late applications will be considered. It would be appreciated if you can only upload/attach those course certificates applicable to the post that you apply for. Failure to submit the requested documents may result in your application not being considered. If you manually apply for more than one post in the DRDLR, please submit a separate manual application form for each post. All applicants must be SA Citizens/Permanent Residents or Non-SA Citizens with a valid work permit. Applicants will be expected to be available for selection interviews and competency assessments at a time, date and place as determined by DRDLR. The Department reserves the right to conduct pre-employment security screening and appointment is subject to positive security clearance outcome. 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.

MANAGEMENT ECHELON

POST 05/33 : DEPUTY DIRECTOR GENERAL: LAND TENURE AND ADMINISTRATION REF NO: 3/2/1/2019/058

Branch: Land Tenure and Administration

This is a re-advertisement. Candidates that applied previously need not re-apply as their applications will still be considered.

SALARY : R1 446 378 per annum (Level 15) (All inclusive package to be structured in accordance with the rules for SMS)

CENTRE : Pretoria


Policy development services. Provide property research and immovable asset management support. Oversee provision of programme support and service delivery coordination services. Provide Land Tenure and Land Administration Information, Risk and Compliance Management Services. Provide program management and service delivery coordination services. Provide Land Tenure and Administration programme and administrative support services. Ensure provision property management support services at Provincial and District level. Administer and provide property holdings and disposals services. Administer and provide lease administration support. Ensure implementation tenure reform and land rights products at Provincial and District. Provide land tenure rights implementation support. Provide communal land rights support. Provide communal property holdings establishment support. Ensure effective and efficient application of resources for the Branch. Establish and maintain appropriate systems (analytical tools, information systems, projections of cost behavior) and Policies to ensure effective and efficient management of resources. Ensure accurate forecasting, budgeting and allocation of financial resource within the Branch. Ensure effective management of external contractors and suppliers within the Branch. Ensure effective capacity management within the Branch to ensure sustained service delivery. Ensure the development and implementation of a skills development strategy within the Branch in conjunction with human resources. Ensure effective talent management within the Branch (attraction, retention, development) in conjunction with human resources. Ensure effective and compliant implementation of performance management within the Branch in conjunction with human resources. Ensure effective management of grievances, discipline and terminations within the Branch in conjunction with human resources. Manage strategic, business and operational plans of the branch.

APPLICATIONS: Applications can also be submitted by post Private Bag X833, Pretoria, 0001 or hand it delivered to: 184 Jeff Masemola Street (formerly known as Jacob Mare), corner of Jeff Masemola and Paul Kruger Streets, Pretoria.

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.

OTHER POSTS

POST 05/34: DEPUTY DIRECTOR: LAND ACQUISITION AND RECAPITALISATION REF NO: 3/2/1/2019/046
Directorate: Strategic Land Acquisition
This is a re-advertisement; Applicants who applied previously must re-apply.

SALARY: R826 503 per annum (Level 12) (All inclusive package to be structured in accordance with the rules for MMS)

CENTRE: Western Cape (Cape Winelands/Overberg)

REQUIREMENTS: Bachelor’s Degree/National Diploma in Agriculture/Agricultural Economics/Economics. 3 - 5 years’ management experience in the agricultural or related field. Job related knowledge: Land Reform: Provision of Land and Assistance Act, Land Reform (Land Tenants) Act, Agrarian Transformation as well as Key Priorities of Government, Comprehensive Rural Development Programmes (CRDP), Recapitalisation and Development Programme, Relevant prescripts pertaining to land reform and Redistribution. Job related skills: People Management, Strategic thinking, Communication (written and verbal), Strategic Management. A valid driver’s licence.

DUTIES: Manage the provision of Land Acquisition and Warehousing Services. Development of Regional Strategy. Use Proactive Land Acquisition Strategy (PLAS) to acquire land. Provide land to small holder farmers. Monitor implementation at the District. Ensure conducting of area based plans. Manage
the identification of movable and immovable assets for acquisition by the state for beneficiaries. Ensure development of Service Level Agreements on leased assets with beneficiaries and caretaker or service provider. Manage the process of valuation of immovable assets. Manage the identification and facilitation of Land Reform Strategic Institutional Partnerships. Ensure assessment of company legal compliance for the formation of Institutional Partnerships. Ensure assessment of the Risk Profile and Business Plan of the strategic partners (SP) to determine the business compatibility between the SP and the beneficiaries. Provide District Land Acquisition Services. Manage the implementation of Redistribution Programmes. Manage the implementation of Land Acquisition and Development Services. Manage the identification and selection of potential Recapitalisation Projects. Conduct the analysis and selection of CRDP Projects based on Agricultural Assessment reports and development needs. Profile selected projects to establish baseline information and recruit suitable partners for the development of Business Plans. Prioritise selected projects in accordance with the Agricultural Land Holdings Policy Framework and State Land Disposal Policy. Implement recapitalisation project procedures within the relevant policy and programme guidelines. Analyse and assess Recapitalisation Business Plans. Liaise with relevant stakeholders regarding Recapitalisation Projects. Work together with commercial agricultural and private farming sector to promote black economic empowerment. Create partnerships between emerging and established farmers. Create linkages between agricultural produce retailers and small farmers through procurement and “contracting-out”. Monitor the maintenance of accurate and accessible recapitalisation project support requirements. Facilitate the provision of mentorship strategic support to the Black Emerging Farmers. Facilitate the provision of co-management arrangement, share-equity arrangements and contract farming support on recapitalisation projects. Manage and supervise human resource of the Sub-Directorate. Manage and monitor finances of the Sub-Directorate. Manage the procurement of items for the Sub-Directorate. Ensure effective use of physical resources and equipment. Ensure effective management of Business Risk and Audit Management Plans.

APPLICATIONS:
Applications can also be submitted by post Private Bag X10, 7705, Mowbray, or Hand delivered at 1st floor No. 14 Long Street, Cape Town, 8001.

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

POST 05/35:
CONTROL GEOGRAPHICAL INFORMATION SCIENCES (GISC)
TECHNOLOGIST REF NO: 3/2/1/2019/047
Directorate: Spatial Information Services

SALARY:
R714 393 per annum (Salary in accordance with the OSD for Engineers)

CENTRE:
Pretoria

REQUIREMENTS:

DUTIES:
Design, plan and perform advanced GISc analysis to address organisational strategic objective. Undertake spatial modelling. Facilitate the collection and capturing of spatial data from various formats and source. Ensure the publishing of metadata. Coordinate the design, development and creation of geospatial databases. Conduct analysis and visualisation of data to meet the stated requirements. Manage and implement image processes and procedures. Undertake operational and project requirement. Maintain Geographic Information Services unit effectiveness. Develop and manage spatial information applications within organisational process. Provide access to spatial information and Geographic Information Services to all clients in the department. Develop training
manual for end users on skills regarding to GISc. Ensure interoperability between systems to maximise efficiency. Publish data into a web based Geographical Information System to provide geographical information through the internet. Ensure easy access to spatial information at all times. Document Geographical Information System processes. Provide stakeholder management services. Manage and implement knowledge sharing initiatives e.g. short-term assignments and secondments within and across operations, in support of individual development plans, operational requirements and return on investment. Monitor the exchange and protection of information between operations and individuals to ensure effective knowledge management according to departmental objectives. Provide Geographical Information System implementation support. Support Geographical Information System and technical systems audit. Support the systems requirements analysis. Participate in cost benefit analysis exercises. Facilitate the development of process models and workflow diagrams. Ensure implementation of Geographical Information System Standards. Support draft Terms of Reference for Geographical Information System projects. Manage maps production and customise to meet client needs accordingly. Conduct research, Research, investigate and advice on new Geographical Information System technologies. Advise on research viability and feasibility. Recommend and compile appropriate plan to respond to the research problem. Develop new methods/technologies for solving spatial data problems. Research and implement new Geographical Information System standards. Financial Management. Management of funds to meet the Medium Term Expenditure Framework (MTEF) objectives within the GISc environment/services. Allocate, control and monitor expenditure according to budget to ensure efficient cash flow management. Manage the operational capital project profile for the operational to ensure effective resourcing according to organisational needs and objectives. Facilitate the compilation of innovation proposals to ensure validity and adherence to organisational principles. People Management. Manage the development, motivation and utilisation of human resources for the discipline to ensure competent knowledge base. Manage subordinates key performance areas by setting and monitoring performance standards and taking actions to correct deviations to achieve Departmental objectives.

APPLICATIONS

Applications can also be submitted by post Private Bag X833, Pretoria, 0001 or hand it delivered to: 184 Jeff Masemola Street (formerly known as Jacob Mare), corner of Jeff Masemola and Paul Kruger Streets, Pretoria.

NOTE

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

POST 05/36

PROFESSIONAL QUANTITY SURVEYOR (GRADE A-C) REF NO:

3/2/1/2019/048

Directorate: Rural Infrastructure Development
This is a re-advertisement; Applicants who applied previously need not re-apply as their applications will be considered

SALARY

R585 366 per annum (The salary in accordance with the OSD for Engineers)

CENTRE

Northern Cape (Kimberley)

REQUIREMENTS

A Degree in Quantity Surveying or relevant qualification. Compulsory registration with the South African Council for the Quantity Surveying Profession (SACQSP) as Professional Quantity Surveyor. 3 years’ Quantity Surveying experience Job related knowledge: Programme and project management, Quantity Surveying principles and methodologies, Engineering design and analysis, Research and development, Computer-aided engineering applications, Legal compliance, Technical report writing and consulting, Creating a high performance culture, Professional judgment and networking. Job related skills: Decision making, Team leadership, Analytical, Creativity, Self-management, Financial Management, Customer focus and responsiveness, Communication, Computer literacy, Planning and organising, Conflict management, Problem solving and analysis, People management. A valid driver’s licence.

DUTIES

Perform quantity surveying activities on buildings, structures or facilities. Coordinate professional teams on all aspects regarding quantity surveying. Develop cost effective solutions according to standards. Ensure adherence to
quantity determination standards. Provide quantity surveying advice and technical support in the evaluation of cost. Ensure the adoption of technical and quality strategies. Develop quantity surveying related Policies, methods and practices. Provide solutions on non-compliance on quantity determination. Review the cost determinations of projects and estimates accomplished by building designers and/or sub-professional personnel. Ensure adherence to the requirements of professional registration. Mentor, train and develop Candidate Quantity Surveyors and related technical and administrative personnel to promote architectural principles and good practice. Supervise quantity surveying work and processes. Administer Performance Management and Development. Manage resources and prepare and consolidate inputs for the facilitation of resource utilisation. Ensure adherence to regulations and procedures for procurement and personnel administration. Monitor and control expenditure. Report on expenditure and service delivery. Regular research and development to keep up with new technologies and procedures. Research/literature studies on engineering technology to improve expertise. Liaise with relevant bodies/councils on quantity surveying related matters.

APPLICATIONS: Applications can also be submitted by post Private Bag X5007, Kimberley, 8302
or hand it delivered to: 6th floor, New Public Building, Knight and Stead Street, Kimberley, 8302.

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

POST 05/37: PROFESSIONAL TOWN AND REGIONAL PLANNER REF NO: 3/2/1/2019/056
Directorate: Spatial Planning and Land Use Management

SALARY: R585 366 per annum (The salary in accordance with the OSD for Engineers)
CENTRE: Gauteng (Pretoria)

DUTIES: Ensure the application of town and regional planning principles in land development. Facilitate and provide technical assistance to professional teams on all aspects regarding town and regional planning projects. Ensure adherence to legal requirements. Coordinate, evaluate and monitor the implementation of development in compliance with applicable legislation and town and regional planning standards and guidelines. Ensure the compilation and adoption of technical and planning standards, norms and guidelines. Formulate, interpret and implement planning legislation, guidelines, policies and regulations. Facilitate site clearance in terms of project execution plans and manage site clearance standards as agreed with project managers. Plan and design to ensure sustainable human settlement. Compile of Spatial Development Frameworks (SDF) (as part of the Integrated Development Plan processes). Compile guidelines and evaluate Land Use Management Schemes (LUMS). Provide spatial planning and land use management services in liaison with National Office. Provide support to the implementation of tools, systems, guidelines, policies, programmes and legislations for spatial planning and land use management at a Provincial level. Provide development planning support to departmental programmes and rural development at the Provincial level. Render planning support and advice to the Departmental programmes. Provide support to the development of spatial plans at Provincial and Municipal level. Conduct research and development. Continuous professional development to keep up with new technologies and procedures. Research/literature studies on town and regional planning technology to improve expertise. Liaise with relevant bodies/councils on Town and Regional planning related matters.
APPLICATIONS: Applications can also be submitted by post Private Bag X09, Hatfield, 0028 or hand delivered to: Sancardia Building, 6th floor, Cnr Steve Biko and Stanza Bopape Street, Arcadia, 0007.

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

POST 05/38: ASSISTANT DIRECTOR: ADMINISTRATION REF NO: 3/2/1/2019/049
Office of the Surveyor General

SALARY: R356 289 per annum (Level 09)
CENTRE: Western Cape (Cape Town)


APPLICATIONS: Applications can also be submitted by post Private Bag X10, 7705, Mowbray, or Hand delivered at 1st floor No. 14 Long Street, Cape Town, 8001.

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

POST 05/39: CANDIDATE GISC TECHNICIAN REF NO: 3/2/1/2019/057
Directorate: Spatial Planning and Land Use Management Services

SALARY: R253 026 per annum (Salary in accordance with the OSD for Engineers) (Fixed term contract)
CENTRE: Gauteng ( Pretoria)
REQUIREMENTS: Diploma in Geographical Information Systems (GISC), Cartography (NQF6). Registration with South African Geomatics Council (SAGC) as a GISC Technician in training is compulsory upon appointment. Job related knowledge: Geo-database implementation, Understanding of GISC applications and spatial data, Theory, principles, and practices of GISC, GISC standards, GISC software applications, GISC software customisations, Basic understanding of technologies such as Global Positioning System (GPS), Photogrammetry and Remote Sensing, Projections, Principles of Cartography. Job related skills: Problem solving and analysis, Decision making, Team work, Analytical, Creativity, Self-management, Customer service, Communication and Interpersonal relations, Advance

**DUTIES**


**APPLICATIONS**

Applications can also be submitted by post Private Bag X09, Hatfield, 0028 or hand delivered to: Sancardia Building, 6th floor, Cnr Steve Biko and Stanza Bopape Street, Arcadia, 0007.

**NOTE**

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