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:
Please forward your application, quoting the relevant reference number, to the Department of Agriculture, Forestry and Fisheries, Directorate: Human Resources Management, Private Bag X250, Pretoria, 0001 or hand deliver at Department of Agriculture, Forestry and Fisheries, Agriculture Place Building Reception, 20 Steve Biko Street (Formerly Beatrix Street), Arcadia, Pretoria.

FOR ATTENTION:
Mr M. G. Matloga, Room: F-GF-06, Agriculture Place building

CLOSING DATE:
27 May 2019

NOTE:
Applications must be submitted on a Z83 form, obtainable from any Public Service department or on the Internet at http://www.daff.gov.za/doaDev/doc/Z83.pdf which must be physically 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 license (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). Persons with disabilities are encouraged to apply. NB: All short listed 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 tool.

MANAGEMENT ECHELON

POST 16/01: CHIEF DIRECTOR: STAKEHOLDER RELATIONS AND COMMUNICATIONS
REF NO: 28/2019
Reports to Branch: Policy, Planning & Monitoring & Evaluation

SALARY:
R1 189 338 per annum (Level 14) (all-inclusive package consists of a basic salary, the State’s contribution to the Government Employees’ Pension Fund, a medical fund and a flexible portion in terms of applicable rules). The successful candidate must enter into a performance agreement and sign and employment contract.

CENTRE:
Pretoria

REQUIREMENTS:
It will be expected of the ideal candidate to possess a relevant undergraduate qualification (NQF level 7) in Communication/Public Relation as recognized by SAQA coupled with a minimum of 5 years’ experience at a Senior Managerial Level in a communication environment. The incumbent should also have knowledge and understanding of the Public Service legislative framework, corporate governance principles, and the field of journalism, international law and international relations.
requirements, and Government priorities and imperatives. The successful candidate will be required to oversee the effective co-ordination and delivery of communication, media liaison, and stakeholder relations management and brand management activities for the Department.

**DUTIES**

The incumbent’s key responsibilities will include, inter alia: Provide strategic leadership and guidance on DAFF’s interactions with provincial departments of agriculture, local government structures and other government departments, oversee the implementation of the Intergovernmental Relations Framework Act; oversee the coordination of structured DAFF meetings with provincial Departments of Agriculture, oversee the coordination of structured DAFF meetings with various local government structures and oversee the coordination of structures DAFF meeting with traditional leaders. Facilitate DAFF’s interactions with all relevant stakeholders to implement the sector plan: Oversee the development of comprehensive stakeholder management strategy and ensure alignment with the Department’s strategy, promote and ensure effective coordination of stakeholder relations in the department, ensure that stakeholders are organized into different forums, ensure that regular stakeholder meetings take place and oversee the implementation of resolutions of stakeholder meetings. Oversee stakeholder engagement and support: Build and maintain good partnerships with key stakeholders at multiple levels of interaction, ensuring stakeholder satisfaction and accountability at all times, ensure that high level stakeholder analysis is conducted, in order to interpret and understand stakeholder needs and issues, ensure two way communication with all stakeholders, using various communication channels, ensure that accurate and up-to-date information is provided to all stakeholders all the time and oversee the monitoring of negative publicity and initiate corrective measures as required. Provide guidance and support to the Communication directorate: Oversee and ensure that research is conducted within the communications, stakeholder management and marketing fields in order to keep abreast of best practice initiatives and developments, oversee the planning and development of a brand management strategy/framework and ensure that it is implemented, oversee the planning and development of a communication and media strategy/framework and ensure that it is implemented, oversee the development of the annual marketing budget, ensure the implementation of communication policies, procedures and guidelines, provide strategic leadership on the implementation of marketing campaigns and oversee the utilization of other public platforms for the Minister to pursue the departmental objectives. Oversee communications and media activities: Ensure the effective planning, co-ordination, and management of media and communication activities (including media briefings), oversee the development of standard communication information (e.g. FAQ’s, model answers) within the department in order to ensure consistency of communications, ensure the delivery of communication to staff through a range of channels e.g newsletters, articles, intranet, etc., ensure that writing and editorial support is provided for all communication initiatives, including speeches and articles, co-ordinate the production of papers and articles in magazines, newspapers and books, ensure that media correspondence and coverage monitoring take place, liaise with the Office of the DG with regard to the Presidential Hotline Matters and ensure efficient administration of media and communication. Ensure effective brand management: Ensure that the reputation of the department is managed through effective promotion and brand management strategies, Plan and oversee the implementation of branding strategies, campaigns and processes, oversee all brand management activities relating to design, production, marketing and/or promotion of material, plan and ensure the development of advertising and promotional activities base on the brand promise, ensure that research into market trends, best practice and branding opportunities for the department is conducted and liaise with external service providers for branding and publicity purpose, ensure the provision of adequate administrative support in respect of developing internal communication templates e.g. presentation templates, word document templates, letterheads, e-mail signatures, etc. Oversee campaign and even management with the department: Coordinate the selection and management of external service providers for communication/campaign projects, oversee all events and advocacy campaigns.
and provide advice in relation to objectives and deliverables, oversee the approval of project work plans and resources, ensure the integration of all campaign functions and over the development of quality assurance plans and ensure that service providers adhere to quality standards. Oversee the provision of marketing support to the department: Oversee all marketing campaigns, events, exhibitions, conferences, launches and seminars, ensure that public participation, education and communication campaign initiatives are effectively coordinated at all times e.g. road shows, conferences and seminars and oversee the review of existing promotional materials for marketing effectiveness and adherence to the GCIS manuals. Oversee the management of the resources of the Chief Directorate.

**ENQUIRIES**: Mr M. Kgobokoe Tel No: 012 319 6168

**NOTE**: The Department of Agriculture, Forestry and Fisheries is looking to appoint a dynamic, vibrant and innovative individual with a passion to oversee the effective co-ordination and delivery of communication, media liaison, stakeholder relations management and brand management activities for the department. The candidate must also have proven leadership skills including building of strategic stakeholder relationships with other law enforcement agencies within the South African, regional and international spheres. The successful incumbent will report to the Deputy Director-General: Policy, Planning, Monitoring and Evaluation.

**POST 16/02**: DIRECTOR: COMMUNICATION SERVICES REF NO: 27/2019
Reports to Branch: Policy, Planning & Monitoring & Evaluation

**SALARY**: R1 005 063 per annum (Level 13) (all-inclusive package consists of a basic salary, the State’s contribution to the Government Employees Pension Fund, a medical fund and a flexible portion in terms of applicable rules). The successful candidate must enter into a performance agreement and sign and employment contract.

**CENTRE**: Pretoria

**REQUIREMENTS**: The ideal candidate will possess a relevant undergraduate qualification (NQF level 7) in Communication/Public Relation as recognized by SAQA coupled with a minimum of 5 years’ experience at a middle/ senior management level in a communication environment. The incumbent should also have knowledge and understanding of the Public Service legislative framework, corporate governance principles, and the field of journalism, international law and international relations requirements, and Government priorities and imperatives. The successful candidate will be required to oversee the effective co-ordination and delivery of communication, media liaison, corporate identity, public liaison, branding management and internal and external event management for the Department.

**DUTIES**: The incumbent’s key responsibilities will include, inter alia: Provide guidance and support to the Communication directorate: Oversee and ensure that research is conducted within the communications and marketing fields in order to keep abreast of best practice initiatives and developments, oversee the planning and development of a brand management strategy/framework and ensure that it is implemented, oversee the planning and development of a communications and media strategy/framework and ensure that it is implemented, oversee the development of the annual marketing budget, ensure the implementation of communication policies, procedures and branding guidelines, provide strategic leadership on the implementation of marketing campaigns and oversee the utilization of other public platforms for the Minister to pursue the departmental objectives. Oversee communications and media activities: Ensure the effective planning, co-ordination, and management of media and communications activities (including media briefings), oversee the development of standard communication information (e.g. FAQ’s model answers) within the department in order to ensure consistency of communications, ensure the delivery of communication to staff through a range of channels e.g. newsletters, articles, intranet, etc., ensure that writing and editorial support is provided for all communication initiatives, including speeches and articles, co-ordinate the production of papers and articles in magazines, newspapers and books, ensure that media correspondence and coverage monitoring take place, liaise with the Office of the DG with regards to the Presidential Hotline Matters and ensure efficient administration of the media and communication. Ensure effective brand management: Ensure that the reputation of the department is managed through effective promotion and brand management.
strategies, plan and oversee the implementation of branding strategies, campaigns and processes, oversee all brand management activities relating to design, production, marketing and/or promotion of material, plan and ensure the development of advertising and promotional activities based on the brand promise, ensure that research into market trends, best practice and branding opportunities for the department is conducted and liaise with external service providers for branding and publicity purposes, ensure the provision of adequate administrative support in respect of developing internal communication templates e.g. presentation templates, word document template, letterheads, e-mail signatures, etc. Oversee campaign and event management within the department: Coordinate the selection and management of external service providers for communication/campaign projects, oversee all events and advocacy campaign and provide advice in relation to objectives and deliverables, oversee the approval of project work plans and resources, ensure the integration of all campaign functions and oversee the development of quality assurance plans and ensure that service providers adhere to quality standards. Oversee the provision of marketing support to the department: Oversee all marketing campaigns, events, exhibitions, conferences, launches and seminars, ensure that public participation, education and communication campaign initiatives are effectively coordinated at all times e.g. road shows, conferences and seminars and oversee the review of existing promotional materials for marketing effectiveness and the adherence to the GCIS manuals. Oversee the management of resources of the Directorate.

ENQUIRIES

Mr M. Kgobokoe Tel No: 012 319 6168

NOTE

The Department of Agriculture, Forestry and Fisheries is looking to appoint a dynamic individual with a passion to oversee the effective co-ordination and delivery of communication, media liaison, language services, corporate identity, brand management activities, internal and external event management for the department. The candidate must also have proven leadership skills including building of strategic stakeholder relationships with other law enforcement agencies within the South African, regional and international spheres.

POST 16/03

DIRECTOR: INFRASTRUCTURE SUPPORT REF NO: 19/2019
Reports to Branch: Food Security and Agrarian Reform

SALARY

R1 005 063 per annum (Level 13) (all-inclusive package consists of a basic salary, the State’s contribution to the Government Employees Pension Fund, a medical fund and a flexible portion in terms of applicable rules). The successful candidate must enter into a performance agreement and sign and employment contract.

CENTRE

Pretoria

REQUIREMENTS

The ideal candidate should possess a B.Sc degree in Engineering and registered with ECSA with a minimum of 5 years’ relevant experience at a middle/ senior managerial level. The incumbent must have sound knowledge and understanding of the following: Sector production and inter-related sphere of engineering infrastructure with production. Project management principles, processes and systems. The incumbent should have knowledge of all relevant legislation and regulations that govern the Public Service including the Public Finance Management Act, 1999 (Act 1 of 1999) (PFMA) and Treasury Regulations, the Public Service act, 1994 (Act 103 of 1994), the Labour Relations Act, 1995 (Act 66 of 1995), etc. Government priorities and imperatives. The White Paper on Transforming Public Service Delivery (Batho Pele).

DUTIES

The incumbent’s key responsibilities will include, inter alia: Provide professional advisory services in respect of engineering projects which include amongst others, the coordination and management of the development of technical capacity required for projects. Management of the execution of all technical functions according to design plans and ensure the sign-off of all project-engineering designs. Provide all aspects of technical advice. Assist with the implementation, control inspections, and sign-off project certificates. Monitor and evaluate projects fostering improved client relations. Ensure that all existing norms and standards are adhered to. Report on project standards and compliance. Monitor engineering and infrastructure activities across the provinces. Identify and implement infrastructure needs which include inter alia: seek economically viable infrastructure initiatives, propose models of ownership and use of infrastructure
initiatives, work with the community to develop viable infrastructure models and ensure food security via the development of infrastructure needs. Ensure food security through broader planned initiatives and commercial planning. Ensure plans are in line with national directives. Manage the resources of the Directorate.

ENQUIRIES:
Dr J. K. Moeng
Tel No: 012 319 8495

NOTE:
The Department of Agriculture, Forestry and Fisheries is looking to appoint a dynamic and vibrant individual with a passion to advise upon and monitor the implementation of infrastructure projects, and the provision of appropriate inputs across the Department’s core delivery areas, ensuring project success and food security.

POST 16/04:
DIRECTOR: SECTOR TRANSFORMATION AND GENDER MAINSTREAMING

REF NO: 18/2019
Reports to Branch: Food Security and Agrarian Reform

SALARY:
R1 005 063 per annum (Level 13) (all-inclusive package consists of a basic salary, the State’s contribution to the Government Employees Pension Fund, a medical fund and a flexible portion in terms of applicable rules). The successful candidate must enter into a performance agreement and sign and employment contract.

CENTRE:
Pretoria

REQUIREMENTS:
The ideal candidate should possess a relevant undergraduate qualification (NQF level 7) in Development Studies or a relevant Agricultural degree as recognized by SAQA coupled with a minimum of 5 years’ relevant experience at middle/ senior managerial level. Knowledge and understanding of all relevant legislation and regulations that govern the Public Service including the PFMA and Treasury Regulations, The Public Service Act, the Labour Relations Act etc. In depth knowledge and understanding of the legislative and regulatory framework that governs transformation in South Africa, including policies. Knowledge and understanding of the White Paper on the transformation of the Public Service. Knowledge of government policies, strategies and priorities with regard to broad transformation. Knowledge of the Department’s intentional obligations and commitments with regards to transformation and understanding of Departmental strategies and prescripts.

DUTIES:
The incumbent’s key responsibilities will include, inter alia: Development of a framework to facilitate the implementation of programmes aimed at achieving the Department’s and Government’s objectives and international obligations with regards to vulnerable groups within the sector, identify and develop policies, programmes and strategies aimed at addressing issues affecting vulnerable groups within the sector in line with legislative regulatory requirements and international obligations, develop and maintain systems for managing the implementation of policies, programmes and strategies aimed at addressing issues affecting vulnerable groups within the sector, provide inputs into the Department’s strategic and programme planning process to ensure that issues affecting vulnerable groups are being addressed. Facilitate engagements with other role players within the sector to ensure that issues affecting vulnerable groups are being addressed. Prepare and provide strategic inputs to inform the overall sector transformation strategy, develop guidelines and operating procedures to ensure the implementation of sector wide policies, programmes and strategies aimed at addressing issues affecting vulnerable groups within the sector, participate in relevant national, regional and international structures and forums to facilitate the implementation of sector wide policies, programmes and strategies, prepare and submit reports on relevant programmes and initiatives to key stakeholders including regional bodies and international structures, identification of service delivery programmes to address basic human needs issues and provide poverty alleviation programmes in service areas where DAFF is most competent. Undertake strategic review of strategies and programmes aimed at addressing issues affecting vulnerable groups, facilitate the formulation of strategic partnerships with key stakeholders within the sector to ensure implementation of
sector wide policies, strategies and programmes, monitor, evaluate and report on sector wide strategies, programmes and initiatives. Facilitate and manage the implementation of policies, programmes and strategies aimed at addressing issues affecting vulnerable groups within the sector, develop a sectoral service delivery improvement plan, manage the implementation of the sectoral service delivery improvement plan, monitor, evaluate and report on the implementation of sectoral service delivery improvement plans. Facilitate sectoral service delivery improvement, develop a sectoral service delivery improvement plan, manage the implementation of the sectoral service delivery improvement plan, monitor, evaluate and report on the implementation of sectoral service delivery improvement plans. Facilitate sectoral service delivery improvement, develop a sectoral service delivery improvement plan, manage the implementation of the sectoral service delivery improvement plan, monitor, evaluate and report on the implementation of sectoral service delivery improvement plans. Facilitate sectoral service delivery improvement, develop a sectoral service delivery improvement plan, manage the implementation of the sectoral service delivery improvement plan, monitor, evaluate and report on the implementation of sectoral service delivery improvement plans.

ENQUIRIES

Ms L. Botsheleng Tel No: 012 319 7328

NOTE

The Department of Agriculture, Forestry and Fisheries is looking to appoint a dynamic individual with a passion to develop, manage, co-ordinate, monitor and provide strategic direction and support in the implementation of sector transformation policies and strategies that target maximum participation of vulnerable groups, to enhance the service delivery of the sector as well as to enable achievement of the transformation objectives of the sector.