PROVINCIAL ADMINISTRATION: WESTERN CAPE
DEPARTMENT OF AGRICULTURE

APPLICATIONS
Only applications submitted online will be accepted. To apply submit your application online only: via www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co

CLOSING DATE
22 July 2019

NOTE
Only applications submitted online will be accepted. 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. Furthermore, thanks to the huge public interest we receive many applications for our positions, and as such will not be able to respond personally to all applications. Therefore, should you not hear from us within 10 weeks from close of advert please consider your application unsuccessful. Kindly note that technical support is only available from Monday to Friday from 8:00 to 16:00 should you experience any difficulties with your online application, contact the Helpline: 0861 370 202

MANAGEMENT ECHELON

POST 24/124
CHIEF DIRECTOR: RURAL DEVELOPMENT) REF NO: AGR 2019-35

SALARY
R1 189 338 per annum (Level 14) (All-inclusive salary package). The remuneration package consists of a basic salary (70%) and the employer’s contribution to the Pension Fund. The remainder of the package may be structured according to your personal needs.

CENTRE
Department of Agriculture, Western Cape Government

REQUIREMENTS
An appropriate 3-year B-degree qualification (NQF 7) as recognised by SAQA; A valid driver's licence, or alternative mode of transport for people with disabilities; A minimum of 6 years Senior Management experience in a government or NGO Sector; Proficiency in two of the official languages of the Western Cape Province. Recommendation: Extensive working knowledge of Agricultural industry and relevant practices and policies; Knowledge of relevant legislation, frameworks and prescripts regulating the agricultural sector; Extensive knowledge of the needs and factors impacting rural development; Knowledge of Human Resource Management, labour relations and human capital development; Knowledge of financial management, prescripts and legislation, inclusive of PFMA and Treasury guidelines. Competencies: Strategic capability and leadership; Programme and Project Management; Change Management; Financial Management; People Management and empowerment; and Analytical ability, motivational ability, negotiation and persuasion ability; Ability to function on a conceptual level.

DUTIES
Oversee the initiation, planning and monitoring of development within the identified CRDP nodes; Enable fully effective community structures within CRDP nodes; Promote integrated governance and strengthening of strategic partnership and industry initiatives (local, national and international); Enhance the image of socio-economic conditions of Agri-Workers and their family members through developmental interventions; and Provision of strategic leadership and management.

ENQUIRIES
Mr D Jacobs Tel No: (021) 808 5013

POST 24/125
DIRECTOR: FARM WORKER DEVELOPMENT REF NO: AGR 2019-34

SALARY
R1 005 063 per annum (Level 13) (All-inclusive salary package). The remuneration package consists of a basic salary (70%) and the employer’s contribution to the
Pension Fund. The remainder of the package may be structured according to your personal needs.

**CENTRE**: Department of Agriculture, Western Cape Government

**REQUIREMENTS**:
- Appropriate 3-year tertiary qualification (B Degree in Human Social Sciences and/or Development Studies) (NQF 7); Minimum of 6 years Middle/Senior Management experience within the rural and/or agricultural environment; A valid driver’s license, or alternative mode of transport for people with disabilities; and must be able to engage a wide spectrum of clientele ranging from grassroots to senior management level. Recommendation: Extensive knowledge of Agricultural industry and relevant practices and policies; Knowledge of relevant legislation, frameworks and prescripts regulating the agricultural sector; Extensive knowledge of the needs and factors impacting agricultural workers and rural development; Knowledge of human resource management, labour relations and human capital development; Knowledge of financial management, prescripts and legislation, inclusive of PFMA and Treasury guidelines; Proven experience in strategic management; and Extensive experience in client liaison with a range of stakeholders on strategic and operational level. Competencies: Strategic capability and leadership; Programme and Project Management; Change Management; Financial Management; People Management and empowerment; and Analytical ability, motivational ability, negotiation and persuasion ability, ability to function on a conceptual level.

**DUTIES**:
- Identify and address farm-worker development needs; Liaison on strategic and operational agricultural worker matters with relevant stakeholders towards a stable harmonious agricultural sector; Promote integrated governance and strengthening of strategic partnership and industry initiatives (local, national and international) in relation to agricultural workers; Enhance the image and socio-economic conditions of Agri-Workers and their family members through developmental interventions; and Provision of strategic leadership and management.

**ENQUIRIES**:
- Mr D Jacobs Tel No: (021) 808 5013

**DEPARTMENT OF CULTURAL AFFAIRS AND SPORT**

**APPLICATIONS**:
- Only applications submitted online will be accepted. To apply submit your application online only: via [www.westerncape.gov.za/jobs](http://www.westerncape.gov.za/jobs) or [https://westerncapegov.erecruit.co](https://westerncapegov.erecruit.co)

**CLOSING DATE**:
- 22 July 2019

**NOTE**:
- Only applications submitted online will be accepted. Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to attend interviews on a date and time as determined by the department. Please ensure that you submit your application before the closing date as no late applications will be considered. Kindly note that technical support is only available from Monday to Friday from 8:00 to 16.00 should you experience any difficulties with your online application, contact the Helpline: 0861 370 202.

**OTHER POST**

**POST 24/126**

**SUPPLY CHAIN MANAGEMENT CLERK: DEMAND AND ACQUISITION MANAGEMENT**

**REF NO**: CAS 2019-31

**SALARY**:
- R173 703 per annum (Level 05)

**CENTRE**:
- Department of Cultural Affairs and Sport, Western Cape Government

**REQUIREMENTS**:
- Grade 12 (Senior Certificate or equivalent qualification). Recommendation: A valid code EB driving licence; Experience in sourcing quotations for an electronic procurement system. Competencies: A good understanding of the following: Supply Chain Management legislation, policies, regulations, frameworks, standards and guidelines, as well as departmental policies and procedures; Communication (written and verbal) skills in at least two of the three official languages of the Western Cape; Minute taking skills; Ability to draft documents in Word or Excel; Proven computer literacy.
**DUTIES**: Analyse procurement requests for quotations and source suppliers for quotations; Request and receive quotations manually; Request quotations in accordance with Supply Chain Management prescripts and recommend preferred suppliers; Issue and receive bid documents; Provide secretariat or logistical support during the bid consideration and contracts conclusion process; Compile draft documents as required; Source suppliers from the Western Cape Supplier Database for quotations and ensure that they are also registered on the Central Supplier Database; Evaluate quotations in accordance with all applicable SCM prescripts, rules and regulations.

**ENQUIRIES**: Ms S Esterhuyse at (021) 483 9559

**PROVINCIAL TREASURY**

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**MANAGEMENT ECHELON**

**POST 24/127**

**DIRECTOR: LOCAL GOVERNMENT REVENUE AND EXPENDITURE GROUP 1**

**REF NO**: PT 2019-17

**SALARY**: R1 005 063 per annum (Level 13) (All-inclusive salary package). The remuneration package consists of a basic salary (70%) and the employer’s contribution to the Pension Fund. The remainder of the package may be structured according to your personal needs.

**CENTRE**: Provincial Treasury, Western Cape Government

**REQUIREMENTS**: Bachelor's degree in Public Finance/ Accounting/ Economics or Public Policy; A minimum of 5 years proven Financial Management experience at middle/senior management level; Valid driver's license or alternative mode of transport for people with disabilities; Proven knowledge of government expenditure and government financial systems: Knowledge of the Human Resource Management functions; Knowledge of the Financial Management processes; and Knowledge of Financial norms and standards (Public Finance Management Act and Municipal Finance Management Act. Recommendation: Extensive knowledge on matters relating to Municipal Financial Management; and Extensive knowledge on the operations of municipalities. Competencies: Excellent communication skills; excellent planning and organising skills; Strategic capability and leadership skills; Sound budgeting skills; and People Management skills.

**DUTIES**: Implementation and coordination of Provincial Treasury’s responsibilities contained in the Municipal Finance Management Act; Monitor the municipal adjustments budget process; Monitor and report on the outcome of municipal revenue and expenditure budgets; Assess and provide recommendations on conditional grant frameworks of local government; Establish efficiency indicators in local government spending and revenue collection; Analyse and assess debtor management
strategies in municipalities and implement budget reforms; and Responsible for human resource management within the directorate.

**ENQUIRIES**

: Mr B Damons Tel No: (021) 483 6127