ANNEXURE A

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 for attention, 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.

CLOSING DATE

13 March 2020

FOR ATTENTION

Mr P. Moloto Tel No: (012) 319-7250 or Ms D. de Bruyn Tel No: (012) 319-7810.

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 and not dated 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). It is the applicant’s responsibility to have foreign qualifications evaluated by 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). No faxed, emailed and late applications will be considered.

OTHER POSTS

POST 08/01

SENIOR AGRICULTURAL SCIENTIST (SENIOR LECTURER) REF NO: 1/2020)

Directorate: Grootfontein Agricultural Development Institute
The purpose of this post is to ensure the presentation of practical and theoretical classes/courses in the field of Agronomy to students and other role players in agriculture.

SALARY

R376 596 per annum

CENTRE

Grootfontein Agricultural Development Institute, Middelburg, Eastern Cape

REQUIREMENTS

Applicants must be in possession of an appropriate B (Honours) degree in Agriculture at NQF Level 8 majoring in Agronomy. Extensive relevant experience in lecturing knowledge of Agronomy with specific reference to crop production under irrigation, on farm production practise, Legislation and Regulations that govern Higher Education in SA, Curriculum design and Quality assurance. Good planning, liaison, sound communication (verbal and written) and interpersonal relations skills. Formal training and
presentation skills/facilitation skills and must have the ability to work independently. Computer literacy in MS Office and a valid Driver’s License.

**DUTIES**

The incumbent will be responsible to oversee the development and implementation of the academic curriculum in the theory and practice of Agronomy including determination of the training needs of clients and industrial role players; identification of gaps in the curriculum and reviewing and developing appropriate interventions; peer reviewing of study material. The incumbent will also conduct/present classes including preparation of practical and theoretical lecturing material and study aids; presentation of lectures and tutorials; compilation of question papers and memorandums for assessments; invigilation during exams and tests; supporting students through an advisory and consultative role. Furthermore, the incumbent will present short courses/vocational training inclusive of liaison with stakeholders and clients; preparation of practical material and study aids; presentation of practical classes; practical assessment; provisioning of oversight, guidance, mentoring and assistance to students in the planning and management of student production units. Additionally, he/she will also perform duties such as conducting of applied research; provisioning extension support to the community and farmers; compile reports as required; provide inputs and proposals to functional policies; comply with the Public Service prescripts; give inputs for budget planning purposes.

**ENQUIRIES**

Mr. T. Cebani Tel No: (049) 802 6725

**NOTE**

In terms of the departmental employment equity target, priority will be given to African males and females.

**POST 08/02**

SENIOR LECTURER (SCIENTIST) REF NO: 3/2020

Directorate: Grootfontein Agricultural Development Institute

The purpose of this post is to ensure the presentation of practical and theoretical classes/courses in the field of Animal Science to students and other role players in agriculture.

**SALARY**

R376 596 per annum

**CENTRE**

Grootfontein Agricultural Development Institute, Middelburg, Eastern Cape

**REQUIREMENTS**

Applicants must be in possession of an appropriate B (Honours) degree in Agriculture as NQF Level 8 majoring in Animal Breeding/Genetics. Extensive relevant experience in lecturing. Knowledge of Animal Science with specific reference to wool sheep production, on farm production practice, Legislation and Regulations that govern Higher Education in SA, Curriculum design and Quality assurance. Good planning, liaison, sound communication (verbal and written) and interpersonal relations skills. Formal training and presentation skills/facilitation skills and must have the ability to work independently. Computer literacy in MS Office and a valid Driver’s License.

**DUTIES**

The incumbent will be responsible to oversee the development and implementation of the academic curriculum in Animal Science with specific reference to the theory and practice of animal breeding and genetics including determination of the training needs of clients and industrial role players; identification of gaps in the curriculum and reviewing and developing appropriate interventions; peer reviewing of study material. The incumbent will also conduct/present classes including preparation of practical and theoretical lecturing material and study aids; presentation of lectures and tutorials; compilation of question papers and memorandums for assessments; invigilation during exams and tests; supporting students through an advisory and consultative role. Furthermore, the incumbent will present short courses/vocational training inclusive of liaison with stakeholders and clients; preparation of practical material and study aids; presentation of practical classes; practical assessment; provisioning of oversight, guidance, mentoring and assistance to students in the planning and management of student production units. Additionally, he/she will also perform duties such as conducting of applied research; provisioning extension support to the community and farmers; compile reports as required; provide inputs and proposals to functional policies; comply with the Public Service prescripts; give inputs for budget planning purposes.
required; provide inputs and proposals to functional policies; comply with the
Public Service prescripts; give inputs for budget planning purposes.

ENQUIRIES: Mr T. Cebani Tel No: (049) 802 6725
NOTE: In terms of the departmental employment equity target, priority will be given
to African males and females.

POST 08/03: LIBRARIAN (SCIENTIST) REF NO: 4/2020
Directorate: Grootfontein Agricultural Development Institute

SALARY: R257 508 per annum
CENTRE: Grootfontein Agricultural Development Institute, Middelburg, Eastern Cape
REQUIREMENTS: Applicants must be in possession of a relevant NQF level 6 qualification,
Bachelor’s Degree or a National Diploma with Information Studies/Sciences/Management and Library Services or Archives as major
subjects. Experience related to an information management or systems
operation environment. Computer literate, with a competency indicator for
Microsoft Office.

DUTIES: The successful incumbent will be responsible to: Provide effective library
services and support to users and library clients. Orientate students, new
officials and farmers in the use of the Library. Advise and orientate students
on the writing of tutorials. Orientate and assist staff and students on the
procedures for material and books on a loan basis. Assist and unlock Dewy
classification, Common world Agricultural Burrow and modern catalogue
practices. Update the LIPWIN system and contemporary software. Order
new material through approved systems and processes. Manage the
research library. Develop, update and market material sites and books to
students, staff and library clients. Develop, implement and maintain sound
record systems to manage library information. Liaise and link with other
libraries and library services. Compile budget and manage cash flow in line
with standard internal financial practices. Monthly reporting on circulation,
budget, challenges and interventions to improve services. Perform functions
associated with information management and library services.

ENQUIRIES: Mr A. Elie Tel No: (049) 802 6633
NOTE: In terms of the departmental employment equity target, priority will be given
to African males and females.