

DEPARTMENT OF AGRICULTURE, LAND REFORM AND RURAL DEVELOPMENT

- CLOSING DATE** : 26 April at 16:00
- NOTE** : The application must include only a completed and signed new Z83 Form, obtainable from any Public Service Department or on the Department of Public Service and Administration (DPSA) website link: <https://www.dpsa.gov.za/newsroom/psvc/> and a detailed Curriculum Vitae which may be posted, hand delivered or e-mailed using the addresses provided for in each advertisement, note only the Z83 and detailed Curriculum Vitae should be attached and must be limited to 10 megabytes and submitted as a PDF document. DALRRD will not be held responsible for server delays. Certified copies of Identity Document, Grade 12 Certificate and the highest required qualifications as well as a driver's licence where necessary, will only be submitted by shortlisted candidates to Human Resources on or before the day of the interview date. Failure to do so will result in your application being disqualified. Foreign qualifications must be accompanied by an evaluation report issued by the South African Qualifications Authority (SAQA). It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation report (only when shortlisted). All shortlisted candidates, including SMS, are required to undertake two pre-entry assessments. One will be a practical assessment and the other will be an integrity (Ethical Conduct) assessment. Selection committees members will score both pre-entry assessments as an additional criterion in the interview process, to determine the candidate's suitability based on post technical and generic requirements. NB: Please note that false or fraudulent qualifications submitted by applicants will be reported to the South African Police Services (SAPS), and a criminal case shall be opened. Applications: Please ensure that you submit your application before the closing date as no late applications will be considered. Candidates are discouraged from submitting duplicate applications. If you apply for more than 1 post, please submit separate applications for each post that you apply for. Due to the large number of applications we envisage to receive, applications will not be acknowledged. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful. Should, during any stage of the recruitment and selection process, a moratorium be placed on the filling of posts or the Department is affected by any process such as, but not limited to, restructuring or reorganisation of posts, the Department reserves the right to cancel the recruitment and selection process and re-advertise the post at any time in the future. Important: DALRRD is an equal opportunity and affirmative action employer. It is our intention to promote representivity in DALRRD through the filling of posts. The Department reserves the right not to fill a advertised position. In compliance with the Protection of Personal Information Act 4 of 2013 (POPIA), the DALRRD assures all applicants that any personal information provided during the recruitment and selection process will be treated with the utmost confidentiality and used solely for recruitment and selection purposes. Your privacy and data security are of paramount importance to the Department. By applying for any of these posts, you consent to the collection, processing (including dissemination to third parties for purposes of verification of qualifications, credit record, criminal record, etc), and storage of your personal information for recruitment and selection-related activities only. The DALRRD is committed to maintaining your privacy. Shortlisted candidates will be required to be available for assessments and interviews at a date and time as determined by the Department. All shortlisted candidates will be subjected to Personnel Suitability Checks. The successful candidate will be subjected to undergo security vetting. DALRRD will conduct reference checks which may include social media profiles of the shortlisted candidates. Applicants must declare any pending criminal, disciplinary or any other allegations or investigations against them. Should this be uncovered during / after the interview took place, the application will not be considered and in the unlikely event that the person has been appointed such appointment will be terminated. The successful candidate will be appointed subject to positive results of the security clearance process. The successful candidate will be required to enter into an employment contract and sign a performance agreement with the Department. All applicants are required to declare any conflict or perceived conflict of interest, to disclose memberships of Boards and directorships that they may be associated with.

OTHER POSTS

- POST 12/01** : **PROFESSIONAL TOWN AND REGIONAL PLANNER (GRADE A – C) REF NO: 3/2/1/2024/001**
Directorate: Spatial Planning and Land Use Management Services
- SALARY** : R687 879 – R1 035 084 per annum, (The salary will be determined in accordance with the OSD requirements)
- CENTRE** : Free State (Bloemfontein)
- REQUIREMENTS** : Applicants must be in possession of a Grade 12 Certificate and Bachelors' Degree in Town / Urban and Regional Planning or relevant qualification. Minimum of 3 years post qualification in Town and Regional Planning experience. Compulsory Registration with South African Council for Planners (SACPLAN) as Professional Town and Regional Planner on appointment. Job related knowledge: Programme and project management. Town and regional legal and operational compliance. Town and regional principles and methodologies. Town and regional planning

processes and procedures. Research and development. Computer-aided applications. Town and regional knowledge of legal compliance. Creating high performance culture. Technical consulting. Job related skills: Strategic management and direction. Analytical skills. Creativity. Self-management. Communication skills (verbal and written). Language proficiency. Computer literacy. Change Management. Negotiation skills. Knowledge management. A valid driver's license.

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. Co-ordinate, 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 Projects Managers. Plan and design to ensure sustainable human settlement. Compile Spatial Development Frameworks (SDF) (as part of the Integrated Development Plan processes). Compile guidelines and evaluated Land Use Management Schemes (LUMS). Provide Spatial planning and land use management services in liaison with National Offices. 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 programme 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.

**ENQUIRIES
APPLICATIONS**

: Mr D Schoeman Tel No: (051) 410 5800
: Applications can be submitted by post to: Private Bag X20803, Bloemfontein, 9300 or hand delivered during office hours to: 136 Charlotte Maxeke Street, Bloemfontein, 9300 or by email to P001@dalrrd.gov.za

NOTE

: African, Coloured and Indian Males and African, Coloured and Indian Females and Persons with disabilities are encouraged to apply

POST 12/02

: **PROFESSIONAL TOWN AND REGIONAL PLANNER (GRADE A- C) REF NO: 3/2/1/2024/002**
Directorate: Spatal Development Framework

**SALARY
CENTRE
REQUIREMENTS**

: R687 879 – R1 035 084 per annum, (Salary will be in accordance with the OSD requirements)
: Gauteng (Pretoria)
: Applicants must be in possession of a Grade 12 Certificate and Bachelors' Degree in Town / Urban and Regional Planning or relevant qualification. Minimum of 3 years post qualification in Town and Regional Planning experience. Compulsory registration with South African Council for Planners (SACPLAN) as a Professional Town and Regional Planner on appointment. Job related knowledge: Programme and project management. Town and Regional legal and operational compliance. Town and Regional principles and methodologies. Town and Regional Planning processes and procedures. Research and development. Computer-aided applications. Town and Regional knowledge of legal compliance. Creating high performance culture. Technical consulting. Job related skills: Strategic management and direction skills. Analytic skills. Creativity skills. Self-management skills. Communication skills (verbal and written). Language proficiency. Computer literacy. Change management skills. Negotiation skills and Knowledge management skills. A valid driver's licence.

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. Co-ordinate, 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 settlements. Compile Spatial Developments Frameworks (SDF) (as part of the Integrated Development Plan (IDP) processes). Compile guidelines and evaluate Land Use Management Schemes (LUMS). Conduct research and development. Undertake 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. Provide human capital development. Mentor, train and develop Candidate Town and Regional Planners and Town and Regional Planners to promote skills / knowledge transfer and adherence to sound town and regional planning principles and code of practice. Supervise town and regional planning and processes. Provide performance management and development. Provide office administration and budgeting. Prepare and consolidate inputs for the facilitation of resource utilisation. Ensure adherence to regulations and procedures for procurement supply

chain management and personnel human resource administration. Monitor and control expenditure. Report on expenditure and service delivery.

**ENQUIRIES
APPLICATIONS**

: Mr A Hay Tel No: (012) 312 9666
: Applications can be submitted by post to: Private Bag X833, Pretoria, 0001 or hand delivered during office hours to: 600 Lilian Ngoyi Street (formerly known as Van der Walt Street), Berea Park, Pretoria, 0002 or to Agriculture Place, 20 Steve Biko (formerly Beatrix) Street, Arcadia, Pretoria, 0083 or by email to P002@dalrrd.gov.za

NOTE

: Coloured, Indian and White Males and African, Coloured, Indian and White Females as well as Persons with disabilities are encouraged to apply

POST 12/03

: **PROFESSIONAL TOWN AND REGIONAL PLANNER (GRADE A- C) REF NO: 3/2/1/2024/003**
Directorate: Planning Institutional Support Services

**SALARY
CENTRE
REQUIREMENTS**

: R687 879 – R1 035 084 per annum, (Salary will be in accordance with the OSD requirements)
: Gauteng (Pretoria)
: Applicants must be in possession of a Grade 12 Certificate and Bachelors' Degree in Town / Urban and Regional Planning or relevant qualification. Minimum of 3 years post qualification in Town and Regional Planning experience. Compulsory registration with South African Council for Planners (SACPLAN) as a Professional Town and Regional Planner on appointment. Job related knowledge: Programme and project management. Town and Regional legal and operational compliance. Town and Regional principles and methodologies. Town and Regional Planning processes and procedures. Research and development. Computer-aided applications. Town and Regional knowledge of legal compliance. Creating high performance culture. Technical consulting. Job related skills: Strategic management and direction skills. Analytic skills. Creativity skills. Self-management skills. Communication skills (verbal and written). Language proficiency. Computer literacy. Change management skills. Negotiation skills and Knowledge management skills. A valid driver's licence.

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. Co-ordinate, 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 settlements. Compile Spatial Developments Frameworks (SDF) (as part of the Integrated Development Plan (IDP) processes). Compile guidelines and evaluate Land Use Management Schemes (LUMS). Conduct research and development. Undertake 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. Provide human capital development. Mentor, train and develop Candidate Town and Regional Planners and Town and Regional Planners to promote skills / knowledge transfer and adherence to sound town and regional planning principles and code of practice. Supervise town and regional planning and processes. Provide performance management and development. Provide office administration and budgeting. Prepare and consolidate inputs for the facilitation of resource utilisation. Ensure adherence to regulations and procedures for procurement supply chain management and personnel human resource administration. Monitor and control expenditure. Report on expenditure and service delivery.

**ENQUIRIES
APPLICATIONS**

: Mr A Hay Tel No: (012) 312 9666
: Applications can be submitted by post to: Private Bag X833, Pretoria, 0001 or hand delivered during office hours to: 600 Lilian Ngoyi Street (formerly known as Van der Walt Street), Berea Park, Pretoria, 0002 or to Agriculture Place, 20 Steve Biko (formerly Beatrix) Street, Arcadia, Pretoria, 0083 or by email to P003@dalrrd.gov.za

NOTE

: African, Coloured, Indian and White Males and African, Coloured, Indian and White Females as well as Persons with disabilities are encouraged to apply

POST 12/04

: **PROFESSIONAL SURVEYOR (GRADE A - C) REF NO: 3/2/1/2024/004**
Directorate: Examination Services

**SALARY
CENTRE
REQUIREMENTS**

: R687 879 – R1 035 084 per annum, (Salary will be in accordance with the OSD requirements)
: Limpopo (Polokwane)
: Applicants must be in possession of a Grade 12 Certificate and Bachelor of Science Degree in Survey / Geomatics. Compulsory registration with South African Geomatics Council (SAGC) as Professional Surveyor on appointment. Compulsory registration with South African Geomatics Council (SAGC) as Professional Land Surveyor to perform cadastral surveys. Minimum of 3 years post qualification survey experience. Job related knowledge: Programme and project management. Survey design and analysis knowledge. Research and development. Computer-aided survey applications. Knowledge of legal compliance. Creating high performance culture. Technical report writing. Networking. Professional judgement. Job related skills: Decision making skills, Team leadership skills, Analytical skills, Creativity skills, Self-management skills, Financial

management skills, Customer focus and responsiveness, Communication skills (verbal and written), Computer literacy, Planning and organising, Conflict management skills, Problem solving analysis skills, People management skills, Change management skills and Innovation skills. A valid driver's licence.

DUTIES

: Plan and perform surveys to solve practical survey problems (challenges) to improve efficiency and enhance safety. Investigate applications on new and existing technologies. Plan and perform surveys of a complex nature. Develop cost effective solutions and approve surveys according to prescribed requirements / standards. Promote safety in line with statutory and regulatory requirements. Evaluate existing technical manuals, standard drawings and procedures to incorporate new technology. Provide professional advisory and support services. Develop tender specifications. Provide human capital development services. Ensure training and development of candidate professional surveyors to promote skills / knowledge transfer and adherence to sound survey principles and code of practice. Supervise the survey work and processes. Administer performance management and development. Render office administration and budgeting planning. Manage resources, 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. Conduct research and development. Provide continuous professional development to keep up with new technologies and procedures. Research / literature studies on survey technology to improve expertise. Liaise with relevant bodies / councils on survey related matters.

ENQUIRIES

: Mr K Senosha Tel No: (015) 495 1904

APPLICATIONS

: Application can be submitted by post, Private Bag X9312, Polokwane, 0700, or hand delivered during office hours to: 61 Biccard Street, Polokwane, 0700 or by email to P004@dalrrd.gov.za

NOTE

: African, Coloured, Indian and White Males and Coloured, Indian and White Females and Persons with disabilities are encouraged to apply.

POST 12/05

: **CONTROL SURVEY TECHNICIAN (GRADE A) REF NO: 3/2/1/2024/005**
Directorate: Mapping Services

SALARY

: R499 275 per annum, (Salary will be in accordance with the OSD requirements)

CENTRE

: Western Cape (Mowbray)

REQUIREMENTS

: Applicants must be in possession of a Grade 12 Certificate and National Diploma in Surveying or Cartography (NQF 6) or relevant qualification. Minimum of 6 years post qualification technical (surveying / cartography) experience. Compulsory registration with South African Geomatics Council as a Survey Technician / Surveyor. Job related knowledge: Programme and project management. Survey, legal and operational compliance. Survey operational communication. Process knowledge and skills. Maintenance skills and knowledge. Mobile equipment operating. Survey design and analysis. Research and development. Computer-aided survey applications. Creating a high-performance culture. Technical consulting. Survey and professional judgement. Job related skills: Strategic capability and leadership. Problem solving and analysis skills. Decision making skills. Team leadership skills. Creativity skills. Financial management skills. Customer focus and responsiveness skills. Communication skills (verbal and written). Computer skills. People management skills. Planning and organising skills. Conflict management skills. Negotiation skills. A valid driver's licence.

DUTIES

: Survey design and analysis effectiveness. Perform final reviews and approvals or audits on new survey applications according to set standards and design principles or theory. Co-ordinate design efforts and integration across disciplines to ensure seamless integration with current technology. Maintain survey operational effectiveness. Manage the execution of maintenance strategy through the provision of appropriate structures, systems and resources. Set survey maintenance standards, specifications and service levels according to organisational objectives. Monitor maintenance efficiencies according to organisational goals to direct or redirect survey services. Financial management. Ensure the availability and management of funds to meet the Medium-Term Expenditure Framework (MTEF) objectives within the survey environment / services. Manage the operational survey project portfolio for the operation to ensure effective resourcing according to organisational needs and objectives. Manage the commercial added value of the discipline-related programmes and projects. Facilitate the compilation of innovation proposals to ensure validity and adherence to organisational principles. Allocate, monitor and control expenditure according to budget for efficient cash flow management. Governance. Allocate, monitor and control resources. Compile risk logs (databases) and manage significant risk according to sound risk management practice and organisational requirements. Provide technical consulting services for the operation of survey related matters to minimise possible survey risks. 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. Continuously monitor the exchange and protection of information between operations and individuals to ensure effective knowledge management according to departmental objectives. People management. Direct the development motivation and utilization of human resources for the discipline to ensure competent knowledge base for the continued success of survey services according to organisational needs and requirements. Manage subordinates' key performance areas by setting and monitoring performance standards and taking action to correct deviations to achieve departmental objectives.

ENQUIRIES

: Ms TG Rambau Tel No: (021) 658 4303

APPLICATIONS

: Applications can be submitted by post to: Private Bag X10, Mowbray, 7710 or hand delivered during office hours to: 14 Long Street, 1st Floor, Cape Town, 8001 or by email to P005@dalrrd.gov.za

NOTE

: African Males and Coloured Females and Persons with disabilities are encouraged to apply.