

ANNEXURE A

DEPARTMENT OF AGRICULTURE (DOA)

CLOSING DATE
NOTE

: 13 February 2026 at 16:00
: To apply, submit a completed Z83 form and detailed Curriculum Vitae (PDF document to a maximum of 10 megabytes) via e-mail or hand delivery. The Department will not be held responsible for server delays. Late applications due to technical issues will not be considered. Shortlisted candidates must provide certified copies of required documents (Identity Document, qualifications, etc) where necessary and service certificates to support senior management experience to Human Resources before the interviews, including South African Qualifications Authority (SAQA) evaluation reports for foreign qualifications. Failure to comply will result in disqualification. To be appointed at Senior Management Service (SMS) level, you must complete the SMS Pre-entry programme offered by the National School of Government (NSG). Find course details here: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/> appointment is subject to successful competition of the Nyukela Programme: Pre-entry Certificate to SMS and submission of proof. Shortlisted applicants for the advertised vacancies will undergo two pre-entry assessments: a practical assessment and an integrity assessment, both of which form part of the selection criteria after the interview, the selection committee will recommend candidates for a generic management competency assessment, as per the Department of public Service and Administration (DPSA) directives. The assessment will evaluate candidates' managerial competencies using standardised tools. 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 submit your application before the closing date as late applications will not be considered. Do not submit duplicate applications. If applying for multiple posts, submit separate applications for each post. Due to high volumes, the Department will not acknowledge receipt of applications. If you have not heard from us within 3 months, please consider your application to be unsuccessful. Should, during any stage of the recruitment 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 process and re-advertise the post at any time in the future. Important: DOA is an equal opportunity employer committed to promoting representivity and affirmative action. We encourage applications from all qualified candidates. The Department reserves the right not to fill vacancies. By applying you consent to the collection and processing of your personal information for recruitment purposes. Shortlisted candidates will be required to be available for assessments and interviews at a date and time as determined by the Department. Shortlisted candidates will undergo personnel suitability checks, security vetting and reference checks (including social media profiles). Applications must declare any pending criminal, disciplinary or any other allegations or investigations. Successful candidates must pass security clearance, sign an employment contract, sign an annual performance agreement and disclose financial interests. 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. Failure to disclose relevant information may result in disqualification or termination.

ERRATUM: The positions of Scientist Productions - Grade A (X2 Posts) with Ref No: 3/3/1/30/2025 for the Directorate: Genetic Resources: Gauteng (Pretoria): Head Office that was advertised in the Public Service Vacancy Circular 01 dated 16 January 2026 has reference. The Centre was incorrectly stated in the Public Service Vacancy Circular 01; the correct Centre is Directorate: Genetic Resources: Western Cape (Stellenbosch Office). The closing date for these positions is now extended to 06 February 2026 at 16:00. The Department apologises for any inconvenience caused.

OTHER POSTS

<u>POST 03/01</u>	:	<u>SCIENTIFIC MANAGER GRADE A REF NO: 3/3/140/2025</u> Directorate: Land Use and Soil Management
<u>SALARY</u>	:	R1 099 488 per annum, (OSD), (all-inclusive package to be structured in accordance with the OSD rules)
<u>CENTRE REQUIREMENTS</u>	:	National Office: Gauteng (Pretoria) Applicants must be in a possession of a Grade 12 Certificate and a MSc Degree in agriculture or equivalent Agricultural NQF level 9 qualifications. SACNAP registration as a Professional Natural Scientist (Agriculture, Soil Science). 6 years relevant post qualification experience in the field of natural agricultural resources management. Appropriate experience in the application of Geographical Information System (GIS) within the field of natural agricultural resources assessment and inventories. Job Related Knowledge: Knowledge and application of Conservation of Agricultural Resources Act 43 of 1983, Subdivision of Agricultural Land Act 70 of 1970, Preservation and Development of Agricultural Land Act, 39 of 2024, Spatial Data Infrastructure Act 54 of 2003 and Spatial Planning and Land Use Management Act 16 of 2013. Advanced knowledge and understanding of the natural agricultural resources of South Africa, the protection and long-term sustainable use thereof within a set of related systems. Broad knowledge and understanding of natural agricultural resource, sustainable land use and data policies, conventions, legislations, regulations, norms and standards. Broad knowledge and understanding of research, research principles, methodologies and approaches use for natural agricultural resources / sustainable land use. Knowledge of stand-alone mobile and internet based Geographical Information Systems, applications and tools including the principles, concepts, modelling and software packages used. Knowledge regarding the methodologies / formats used and the application thereof in the development of user requirements, system specifications and test cases. Knowledge to develop and present training courses on the use of data, Information and Systems (including GIS) and the interpretation / limitations and the use of available data. Knowledge on effective stakeholder management including leadership, consultation, negotiation and development. Knowledge on effective management of personnel, HR matters and assets including effective project management. Knowledge of relevant computer equipment, hard and software. Job Related Skills: Geo- data collection, verification, analysis and modelling, interpretation, visualisation and publishing with regards to: Land capacity, Land suitability, Agricultural potential, Agricultural ecological and land use zones, Land use systems & practices and conservation status of the natural agricultural resources. Formulation, interpretation and implementation of related policies, legislation, strategies and standards. Analytical and critical/strategic thinking, monitoring, analysis, report writing, communication and presentation skills including verbal and electronic exchange of information, national as well as international verbal presentations on complex topics, complex scientific publications, governance related motivations and project management. Planning organisation, execution maintenance and problem-solving pertaining to GIS. Ability to develop and present training courses on the collection, management and use of Geo-referenced data, information and knowledge. Development of user and systems requirements in the absence of establishment frameworks based on research and user needs. Ability to manage personnel, knowledge and change. Computer skills. Customer focus and responsiveness. Extended working hours. Travelling. Valid driver's license.
<u>DUTIES</u>	:	Provide leadership to develop and implement national policy, regulatory strategic and administrative frameworks/ systems to manage the collection, use and preservation of data, information and knowledge require for the planning, management and sustainable use of natural agricultural resources. Develop relationships and collaborations with provincial, national, regional and international counterparts. Provide inputs and/or develop policies, legislation, strategies and administrative systems to ensure the collection, analysis, dissemination, use and archiving of data, information and knowledge. Evaluate and monitor the effectiveness, efficiency of and compliance with policies, legislation and administrative systems and guide the setting of scientific standards, specifications and service standards. Provide expert support and advice to stakeholders. Oversee the development and application of scientific/technical methodologies, procedures and standards to ensure the

availability and use of geo-referenced data, information and knowledge, monitor the efficiency thereof and evolve with new technology. Develop relationships and collaborations with provincial, national and international counterpart. Design scientific methodologies, procedures and standards for and ensure the collection, analysis dissemination, use and archiving of scientific data and information. Present and exchange scientific data, information and knowledge at national, regional and international forums. Evaluate and monitor the efficiency/impact of methodologies, systems, standards and the accuracy of data and information. Provide export support and advice to stakeholders. Lead and coordinate research programmes/projects and conduct research to deliver the data, information and knowledge required for the planning, management and sustainable use of the natural agricultural resources. Lead, co-ordinate and conduct basic (fundamental) and applied research. Liaise with relevant bodies/councils on science related matters. Ensure knowledge generation and dissemination. Formulate and evaluate research proposals. Review scientific reports and publications. Compile research reports, publish and present research findings. Source funding for research projects. Manage the development of human resources effectively and efficiently. Continuous own professional development to keep up with new technologies and procedures. Mentor, train and develop scientists and others to promote skills/knowledge transfer and adherence to sound scientific principles and code of practice. Supervise scientific work and processes. Manage the development and performance of staff.

ENQUIRIES : Mr R K Mompholo Tel No: (012) 319 7687

APPLICATIONS : Applications can be submitted by hand delivery during office hours to: 20 Steve Biko Street, Agriculture Place, Arcadia, Pretoria, 0002 or by email SMrecruit402025@nda.gov.za

NOTE : Coloured and Indian Males and African, Coloured and Indians Females, and persons with disability are encouraged to apply.

POST 03/02 : **SCIENTIST PRODUCTION GRADE A REF NO: 3/3/1/38/2025**
Directorate: Food Safety and Quality Assurance

SALARY : R761 157 per annum, (OSD), (all-inclusive package structured in accordance with the OSD rules)

CENTRE REQUIREMENTS : Gauteng (Pretoria)
Science degree (BSc)(Hon) in Food Sciences / Food Technology or relevant qualification. Compulsory registration with South African Council for Natural Scientific Professions (SACNSP) as a Professional Natural Scientist. Job Related Work Experience: Three (3) years post- qualification experience. Job Related Knowledge: Applicants must have knowledge of Public Service and Departmental prescripts/policies. Public Finance Management Act (PFMA). Agricultural Products Standard Act 119 of 1990. International agreements, conventions and bilateral agreements relating to sanitary and food quality matters. Relevant legislation and regulations, norms and standards. Export and import requirements. Job Related Skills: Programme & project management. Scientific methodologies. Research & development. Knowledge of legal compliance. Data analysis. Computer-aided scientific applications. Technical report writing. Creating a high-performance culture. Professional judgment. Presentation skills. Mentoring. Decision making. Team leadership. Analytical skills. Creativity. Financial management. Customer focus and responsiveness. Communication. Networking. Computer literacy. People management. Planning and organizing. Conflict management. Change management. Problem solving and analysis. Extended working hours. Handling of hazardous chemicals.

DUTIES : Develop and implement methodologies, systems and procedures. Evaluate, Compile and amend regulations, product standards, policies, guidelines with regard to the quality, composition, packaging, marking, labelling, inspection, control and monitoring of identified agricultural products destined for export, import and local markets and ensure that these are in compliance with international food safety and quality requirements. Obtain inputs from industry and other relevant role players with regard to the drafted product standards, policies, procedures and guidelines. Draft/amend regulations, export standards and requirements for local and imported agricultural products. Identify food safety and quality risks by monitoring international standards, best practices, and local conditions. Conduct a needs assessment and evaluate the results thereof. Compile draft legal framework and publish a government gazette

notice to invite comments. Coordinate the publication of approved regulations in the government gazette. Improve internal processes by providing inputs into the drafting of policies and/or guidelines on the interpretation of the relevant Act and assisting with and reviewing of the implementation thereof by other divisions. Perform scientific analysis and regulatory functions. Provide technical advice and guidance on the interpretation and application of the legislative framework to stakeholders. Provide inputs in the drafting of policies and guidelines on the Agricultural Products Act (APS Act) and the implementation thereof by other divisions. Evaluate labels and / or marking requirements for agricultural products and make recommendations. Conduct import and export risk assessment on agricultural products and issue certification documentation accordingly. Process applications for dispensations, registrations, etc. Obtain, evaluate and disseminate information on international trends to local industries to keep them informed of new trends/requirements. Manage and maintain databases and information related to the following. registrations and /or cancellation of labels for the export of agricultural products, maximum residue limits (MRLs) for processed products, etc, destined for export, newly published regulations, import and export standards, notices and draft regulations and standards for gathering public comments, and Standard Operating Procedures. Research and Development. Liaise with national and international stakeholders, industry role players, other departments and DoA officials on technical matters related to food safety and quality assurance. Obtain, evaluate, update and disseminate the relevant international information to keep South African (SA) industries and other divisions informed of new trends/requirements. Participate in the formulation of SA's positions in international meetings with regard to the harmonization of food safety and quality assurance issues. Provide inputs (technical and scientific) on resolutions, guidelines, scientific papers, technologies, and production practices to ensure compliance with national and international food safety and quality requirements for agricultural products in terms of South Africa's membership to international standard setting bodies (e.g. United Nations Economic Commission for European, Codex Alimentarius Commission, and Organisation for Economic Co-operation and Development etc.) Coordinate and participate in local meetings, workshops, seminars relevant to food quality and sanitary matters. Human Capital and Development. Mentor, train and develop staff in order to promote skills/knowledge transfer. Supervise scientific work and processes. Manage the performance and development of staff.

ENQUIRIES
APPLICATIONS

: Dr Mbulaheni Mutengwe Tel No: (012) 319 6121
Applications can be submitted by hand delivery during office hours to: 20 Steve Biko Street, Agriculture Place, Arcadia, Pretoria, 0002 or by email SPreruit382025@nda.gov.za

NOTE

: African and Indian Males and India Females, and persons with disability are encouraged to apply.

POST 03/03

: **SCIENTIFIC TECHNICIAN - GRADE A REF NO: 3/3/1/29/2025**
Directorate: Genetic Resources

SALARY
CENTRE
REQUIREMENTS

: R391 671 per annum
Western Cape (Stellenbosch)
Applicants must be in possession of a Grade 12 Certificate and a National Diploma in Agricultural Science / Biological Science / Botanical Science or relevant qualification. Compulsory registration with the South African Council for Natural Scientific Professions (SACNASP) as a Certified Natural Scientist. 3 years post-qualification technical (scientific) experience. Job related knowledge: Knowledge of Plant Breeder's Rights Act and Plant Improvement Act. Scientific methodologies. Research and development. Computer-aided Scientific application. Technical report writing. Creating high performance culture. Professional judgement. Data analysis. Mentoring. Job related skills: Analytical skills. Problem solving and analysis. Team leadership. Creativity. Financial management. Customer focus and responsiveness. Communication. Computer literacy. People management. Planning and organising. Conflict management. Negotiation skills. Change management. Networking.

DUTIES

: Develop and implement methodologies, policies, systems and procedures relevant to evaluation of new plant varieties. Perform technical scientific functions and tasks that require interpretation in the presence of an established framework. Apply operational standards and consolidate methodologies,

policies, systems and procedures. Identify gaps and develop appropriate interventions. Prepare for and participate in research activities. Collect data through field surveys. Maintain, calibrate and operate scientific equipment. Provide technical support and advice relevant to evaluation of new plant varieties. Develop working relations with client base. Promote public awareness of scientific activities. Provide technical / scientific data, information and advice. Perform technical scientific analysis and regulatory functions relevant to evaluation of new plant varieties. Preparation of data and routine interpretation. Manage database. Analysis of technical scientific data. Disseminate information. Apply the appropriate scientific and technical procedures / skills to generate information and knowledge. Formulate proposals and compile reports. Develop and customise operational procedures. Conduct research and development relevant to evaluation of new plant varieties. Ensure continuous professional development to keep up with new technologies and procedures. Conceptualise and develop scientific equipment. Review equipment. Research / literature studies to improve expertise. Publish and present technical reports and research findings. Liaise with relevant bodies / councils on technology-related matters. Develop human capital. Mentor, train and develop candidate research technicians and others to promote skills / knowledge transfer and adherence to sound scientific principles and code of practice. Supervise technical support and processes. Manage the performance management and development of staff.

ENQUIRIES : Mr SJ Ndlazi Tel No: (012) 319 6086

APPLICATIONS : Applications can be submitted by hand delivery during office hours to: 20 Steve Biko Street, Agriculture Place, Arcadia, Pretoria, 0002 or by email STrecruit292025@nda.gov.za.

NOTE : African and Indian Males and Coloured Females, and persons with disability are encouraged to apply.

POST 03/04 : **SENIOR AGRICULTURE REGISTRATION OFFICER REF NO: 3/3/1/37/2025**
Directorate: Agriculture Inputs Control

SALARY : R397 116 per annual

CENTRE : Gauteng (Pretoria)

REQUIREMENTS : Applicant must be in possession of a Grade 12 certificate and National Diploma or B-Degree in Public Management or Administration / Office Administration (NQF 6). Must have a minimum of one (1) year relevant experience. Job-Related Knowledge: Knowledge of Fertilizer, Farm Feeds, Agriculture Remedies and Stock Remedies Act No.36 of 1947 together with its regulations and standard operating procedures. Public Service Regulations, Procurement procedures. Regulations relating to agricultural inputs, pest control operators and sterilizing plants. Public Finance Management Act (PFMA), Planning and organizing. DPSA HR policies and prescripts. Job Related Skills: Supervisory skills, Planning and executions, Good interpersonal skills, Problem solving skills, Computer literacy, report writing, Ability to communicate well with people at different levels. Customer services skills, Telephonic etiquette, Motivational skills, Innovative thinking and Communication skills (verbal & written). The candidate must be willing to work extended hours and be in a possession of a valid driver's license.

DUTIES : To coordinate and oversee the provision of administrative services in the registration of agricultural inputs in line with relevant legislations. Manage the registration of agricultural remedies applications in terms of the Fertilizer, Farm Feeds, Agricultural Remedies and Stock Remedies Act (Act No. 36 of 1947). Respond to routine enquires with both the internal and external stakeholder. Develop and ensure maintenance of information databases and records management system. Verify the correctness of the registration documents issued to stakeholders. Compile correspondence to clients and external and internal stakeholders in relation to the registration applications. Compile statistical information/reports relating to the registration applications. Liaise with the Agricultural Management Advisors or Registrar for processing of registration applications. Represent the unit at the stakeholder liaison meetings. Oversee and provide general financial administrative support for registration of Agricultural Inputs. Facilitate payment to service providers for service rendered. Ensure that the prescribed registration application fees are paid as per the regulations. Locate and verify the payment of application received. Verify and reconcile the revenue collected through ledger notices. Provide support in the review of tariffs for services offered by the directorate.

Facilitate the refunding of overpayments or duplicate revenue. Assist auditors with audit process in the directorate. Process minor Agricultural Inputs registration applications. Receive and verify documentation for minor applications (e.g. renewal of products, products name changes and product ownership changes). Ensure that the correct prescribed tariffs are paid. Approve minor applications and issue certificate accordingly. Staff Supervision. Allocate and ensure quality of work. Ensure capacity and development of staff. Ensure proper utilization of equipment. Assess staff performance. Apply discipline.

ENQUIRIES
APPLICATIONS

NOTE

POST 03/05

SALARY
CENTRE

REQUIREMENTS

DUTIES

: Mr David Motlohi Tel No: (012) 319 6889

: Applications can be submitted by hand delivery during office hours to 20 Steve Biko Street, Agriculture Place, Arcadia, Pretoria, 0002 or by email SAROrecruit372025@nda.gov.za

: African, Coloured, Indian, White Males and African, Coloured and White Females, and persons with disability are encouraged to apply.

: **CHIEF AGRICULTURAL LEGISLATIVE INSPECTOR REF NO: 3/3/1/39/2025 (X2 POSTS)**

Directorate: Agriculture Inputs Control

: R397 116 per annum

: Northern Cape (Upington)

: KwaZulu Natal

: Applicant must be in possession of a Grade 12 certificate and Bachelor of Science in the field of Agriculture (NQF 7). Must have a minimum of two (2) years of experience in Agricultural Products Inspection. Job-Related Knowledge: Knowledge of Public Finance Management Act (PFMA), Public Service Act, Document tracking system, Relevant computer training, Relevant Acts and International Agreement, Regulations and Standards, Customer Services, Financial management, Meeting procedures, Evaluation of products, Compute networks, Supervision of personnel and related matters. Job Related Skills: Good interpersonal skills, Ability to communicate well with people at different levels, Planning and organizing skills, Ability to motivate people/subordinates, Good telephonic etiquette, Ability to act with tact and discretion, interpretation of relevant legislations language, identification of shortcomings in legislations, Training/guide of personnel in performance of their task, Communication skills (verbal & written). Negotiating/influencing skills, budgeting and application of funds, Public Speaking, Problem Solving, Conflict resolution and management, Information management, Identification and planning, Chairing of meetings. The candidate must be willing to travel, work extended hours and be in a possession of a valid driver's license.

: Render inspection in accordance with relevant act and legislation. Conduct inspections at manufacturing facilities and retailers, Pest Control Operators, sterilizing plants and import sites. Issue non-compliance / compliance notice to clients. Conduct plant pre-inspections to facilitate registration. Provide advice and guidance to stakeholders, manufacturer, farmers, distributors, Pest Control Operators and consultants with regards to compliance to legislation, regulations and procedures. Provide technical reports to stakeholders and other strategic partners (inspection, compliance and non-compliance). Seize non-complying products/operations. Conduct sampling of for monitoring purposes. Interact and collaborate with various stakeholders with regards to technical matters. Develop/compile progress reports on outstanding and finalised work. Initiate prosecution with non-compliance. Conduct audits. Assess compliance to all applicable regulatory standards through performance of quality audits. Assess quality assurance practices within the industry, Pest Control Operators, sterilizing plants and farmers including Quality System requirements. Apply appropriate auditing methodologies (sampling techniques, following audits trails, investigations, reporting, etc. Issue non-compliance / enforcement notice to clients. Initiate the review and approval of audit responses and corrective action plans. Advise the industry on regulatory requirements including domestic and internal standards applicable to the company and consequences of non-conformance. Make recommendations, follow up and initiate prosecution for non-complying products/operation. Seize non-complying products / operations. Compile reports. Complaint management. Analyse, categorise and prioritise complaints according to the level of risk involved. Conduct inspections and investigations on the matter and report thereon. Initiate prosecution for non-compliance. Refer dockets to the

relevant authorities (SAPS/Court prosecutors) for finalisation. Give guidance to the SAPS, Prosecutor, etc, with regards to handling matters related to Act 36/47 and which needs to be prosecuted to SAPS and Prosecutor. Prepare and provide advice for trial purposes. Testify in court where necessary. Present condemnation to be filed to State Attorneys and Legal counsel and appeal court cases. Seize non-compliance products/operations. Provide reports accordingly. Conduct awareness campaign/capacity building. Develop presentation and awareness material. Conduct awareness campaigns for internal and external stakeholders (farmers' day, agricultural shows, meetings, workshops, etc.). Coordinate, liaise and lead in activities related to awareness with various stakeholders. Conduct raids at points of interest (railways stations, taxi ranks and other informal markets). Represent the department at stakeholder meetings (industries, various departments, directorates, farmer's organisations. Etc.)

ENQUIRIES
APPLICATIONS

- : Ms Melanie Israel Tel No: (051) 409 2628
- : Applications can be submitted by hand delivery during office hours to 20 Steve Biko Street, Agriculture Place, Arcadia, Pretoria, 0002 or by email CALrecruit392025@nda.gov.za.
- : African, Coloured, Indian, White Males and African, Coloured and White Females, and persons with disability are encouraged to apply.

NOTE