

**PROVINCIAL ADMINISTRATION: GAUTENG  
DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT**

- APPLICATIONS** : To apply for the above position, please apply online at <http://professionaljobcentre.gpg.gov.za> or Hand Deliver: Ground floor 56 Eloff Street, Umnotho House, Johannesburg and applications quoting the relevant reference number must be submitted on the New Z83 form obtainable from any Public Service Department or on the internet at [www.gov.za/documents](http://www.gov.za/documents)
- FOR ATTENTION** : Ms. Gugu Nevondo at 072 904 1694– Recruitment
- CLOSING DATE** : 08 May 2026, 16h00. No late applications will be considered.
- NOTE** : Applications with the Old Z83 form will not be considered. A NEW Z.83 form must be fully completed, duly signed and initialled by the applicant. A recent, comprehensive CV, specifying all qualifications and experience, with respective dates must accompany the application form. Applications are not required to submit copies of qualifications and other relevant documents on application. Communication regarding certified documents will be limited only to the shortlisted candidates. Successful completion of the Senior Management Pre-Entry Programme (Nyukela certificate) is required before the appointment can be made. Enrolment for the course should be made on the NSG's website at <https://www.thensg.gov.za/training-course/sms-pre-entryprogramme>. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. 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. Suitable candidates will be subjected to a personnel suitability check (criminal record, citizenship, credit record checks, qualification verification and employment verification. Note: It is the Department intention to promote equity through the filling of all numeric targets as contained in the Employment Equity Plan (Coloreds and Indians are encouraged apply). To facilitate this process successfully, an indication of race, gender and disability status is required. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). General information. The Department will not accept posted and emailed applications. The Gauteng Department of Environment reserves the right to fill or not fill the advertised posts. If you do not receive any response from us within 3 months, please accept that your application was unsuccessful.

**MANAGEMENT ECHELON**

- POST 13/252** : **DEPUTY DIRECTOR-GENERAL: AGRICULTURE REF NO: REFS/048322**  
Branch: Agriculture
- SALARY** : R1 813 183 per annum, (all-inclusive salary package)
- CENTRE** : Johannesburg (Head Office)
- REQUIREMENTS** : Matric certificate plus (NQF level 8) Post Graduate qualification in Agriculture/ Veterinary Services/ Business Administration/ Management as recognised by SAQA. 8 years of relevant experience at Senior Managerial level in the Public Sector. Driver's License. Nyukela SMS pre-entry certificate submitted prior to appointment, ethics compliance certificate. Competencies: Planning and organizing, Problem solving, Initiative, Negotiation, Project management, Decision making, Service delivery innovation, Resilience, Management skills, Self-motivation, Report writing, Verbal communication, Facilitation skills, Written communication, PFMA, Treasury Regulation, GRAP, GAAP, PSA, PSR, etc. Interpersonal skills, financial management, Customer service, Strategic Management, knowledge of Departmental policies and procedures, Government Priorities, State Forests Act, the Subdivision of Agricultural Land Act, the Conservation of Agricultural Resources Act (CARA), Reporting procedures, Information system, PFMA, Treasury Regulations, Supply Chain

<b><u>DUTIES</u></b>	:	Policy framework, Public Service Act, 1994 and Public Service Regulations 2016, SA Constitution and Employment Equity Act, 1998.
	:	To oversee the management and provision of agriculture development, Agro-processing industry development & support and integrated rural development services. Manage and ensure the provision of sustainable resource management services. Manage and ensure the provision of farmer support and development services. Manage and ensure the provision of integrated rural development services. Manage and ensure the provision of agricultural economics services. Manage and ensure the provision of agriculture research and technology development services. Manage and ensure the establishment and growth of enterprises for Agro-processing products. Ensure the prevention and control of animal diseases and provide primary animal health care and advisory services. Manage the provision of agriculture public health services. Manage the provision of veterinary transversal services. Manage infrastructure portfolio management services. Manage the implementation of infrastructure Programme and projects including maintenance and design of farm structures. Oversee the provision of professional built environment services to all units. Manage development initiatives in the rural nodes of Gauteng. Oversee the coordination of integrated rural development initiatives across the province. Oversee the implementation of sector transformation services. Oversee and ensure discipline. Assess the performance of management. Consolidate and manage of budget for executive support directorate. Authorise, control and monitor the budget and expenditure. Manage the compilation of various reports and statistics. Manage leave.
<b><u>ENQUIRIES</u></b>	:	Ms. Gugu Nevondo at 072 904 1694
<b><u>POST 13/253</u></b>	:	<b><u>DIRECTOR: STRATEGY AND PLANNING REF NO: REFS/048323</u></b> Directorate: Strategy And Planning
<b><u>SALARY</u></b>	:	R1 266 714 per annum, (all-inclusive salary package)
<b><u>CENTRE</u></b>	:	Johannesburg (Head Office)
<b><u>REQUIREMENTS</u></b>	:	Matric certificate plus (NQF level 7) qualification in Public Administration/Management/ Business Administration/ Management as recognised by SAQA. 5 years of experience at a middle/senior managerial level in Research/ Monitoring & Evaluation or Strategy environment. Nyukela SMS pre-entry certificate submitted prior to appointment. Valid Driver's license. Competencies: Relevant Public Service Legislation, GDARD and GPG policies, Research Methodologies, Strategic Planning, Knowledge of GPG executive and political structures, financial management, presentation Skills, Report Writing, Communication and Negotiation Skills, Planning and Organising, Analytical skills and Leadership Skills.
<b><u>DUTIES</u></b>	:	Manage and coordinate departmental strategic planning process and coordinate the development and maintenance of strategic policy frameworks, and Service Delivery Improvement Plan of the Department. Manage the development of Strategic Plans, Annual Performance Plans, Operational Plans and Policy Review and Development. Manage the development and implementation departmental planning & policy systems and procedures. Participate in the departmental and provincial government planning processes. Provide guidance to the department on planning processes, policy review & development, and implementation of policies. Co-ordinate research on departmental policies and update policy register. Participate and manage the coordination of the development of departmental plans and policies. Manage coordination and interaction with other departments and stakeholders on aspects of work / issues related to the GDARD mandate. Participate in departmental and sector forums relating to performance management. Manage the SEAIS processes for planning purposes. Compile presentations for planning and policy sub-unit. Participate constructively in the component and departmental meetings as required. Provide support during audits of performance information. Develop Monitoring and evaluation framework. Consolidate and analyse GPG and national requirement for monitoring and evaluation. Design and develop monitoring and evaluation framework, institutionalised frameworks. Consult on framework and get approval for implementation. Evaluate strategy implemented monitoring and evaluations insights and opinions. Develop monitoring tools institutional processes, best practice and monitoring and evaluation frameworks. Validate develop tools with internals stakeholders for effectiveness. Evaluate and monitor for effective implementation of monitoring and evaluation initiatives. People Management.

Sign performance agreements for the Directorate based on approved Job Descriptions, Strategic and Annual Performance Plans of the Department. Manage human resources in the Directorate and maintain discipline. Manage training and development of personnel according to agreed training interventions. Manage the provision of equipment required by personnel for achievement of outputs in their respective Job Descriptions. Provide regular verbal and written feedback [aligned to quarterly performance assessments] to personnel on performance. Mentor and coach personnel. Determine the human resources needs of the Directorate in consultation with Corporate Services. Develop and update the service delivery and work plan for the Directorate. Provide sufficient guidance to personnel in terms of the service delivery plan, work plans, core business roles and priorities of the Department through quarterly personnel meetings. Manage skills transfer between personnel in the Directorate and outside technical assistants and/or consultants. Plan and allocate work responsibilities and processes to control work performance including quality assurance. Financial Management, Manage funds in the Directorate in compliance with Public Finance Management Act and the Treasury Regulations. Limit under spending or overspending by the Directorate in terms of the departmental budget allocations. Manage the effective spending of infrastructure grant funding. align the strategic priorities and the work plans of the Directorate with the Chief Directorate. Develop operational plans for the Directorate and work plans for each staff member in the Directorate and Provide written contributions to departmental quarterly progress reports, Annual Report, SCOPA, Budget speeches, Annual Performance Plan, etc.

**ENQUIRIES**

: Ms. Gugu Nevondo at 072 904 1694

**POST 13/254**

: **DIRECTOR: FACILITIES MANAGEMENT REF NO: REFS/048324**  
Directorate: Facility Management

**SALARY CENTRE REQUIREMENTS**

: R1 266 714 per annum, (all-inclusive salary package)  
: Johannesburg (Head Office)  
: Matric certificate plus (NQF level 7) qualification in Facilities Management/ Security Management/ Transport Management/Public Management as recognised by SAQA. 5 years of experience at middle/senior managerial level in facilities/security management environment. Valid Driver's license. Nyukela SMS pre-entry certificate submitted prior to appointment. Competencies: GPG and DID policies and procedures, relevant legislation and Public Service Regulations, understanding of expectations of customers, Knowledge of Contracts and Legal Prescripts, Management information knowledge, Project management methodologies, Policy development, change management, Financial Management, presentation Skills, Report Writing, Communication and Negotiation Skills, Planning and Organising, Analytical skills and Leadership Skills.

**DUTIES**

: To manage and monitor the provision of security management and work environment services. Manage the provision of security management [MM1.1] services. Manage the development and maintenance of security awareness programmes, manage physical and information security services, conduct investigation on security breaches, develop a master plan to manage the security of the department. Establish standards for access control and management. Establish and manage appropriate service provider and contractor databases. Maintain and manage an effective relationship between the Department, its regional offices and all law enforcement agencies related to security operations. Manage the provision of auxiliary services, Manage the provision of office support, Manage the provision of cleaning services, manage the provision of printing services, develop policies and processes, Manage the provision of telecommunication services, Management of facilities. Manage the provision of maintenance service on infrastructure, Manage the administration of property leases, Management of fleet services, Manage the administration of motor transport subsidy, Manage departmental fleet. Manage resources (Human/ Finance/Equipment/ Assets). Ensure proper implementation of budget by monitoring, projecting and reporting expenditure. Ensure proper spending in line with strategic objectives. Monitor the optimal utilization and functionality of equipment. Evaluate and monitor performance of employees to ensure achievement of strategic goals. Manage the human resource development of employees in the directorate, Enhance and maintain employee motivation, align the strategic priorities and the work plans of the Directorate

with the Chief Directorate. Develop operational plans for the Directorate and work plans for each staff member in the Directorate and Provide written contributions to departmental quarterly progress reports, Annual Report, SCOPA, Budget speeches, Annual Performance Plan, etc.

**ENQUIRIES** :

Ms. Gugu Nevondo at 072 904 1694

**POST 13/255** :

**DIRECTOR: HUMAN CAPACITY MANAGEMENT REFNO: REFS/048325**

Directorate: Human Resource Management

**SALARY** :

R1 266 714 per annum, (all-inclusive salary package)

**CENTRE** :

Johannesburg (Head Office)

**REQUIREMENTS** :

Matric certificate plus (NQF level 7) qualification in Human Resource Management qualification as recognised by SAQA. 5 years of experience at a middle/senior managerial level in Human Resources Management environment. Valid Driver's license. Nyukela SMS pre-entry certificate submitted prior to appointment. Competencies: GPG and DID policies and procedures, relevant legislation and Public Service Regulations, understanding of expectations of customers, Knowledge of Contracts, Management information knowledge, Project management methodologies, Policy development and Change management. Financial Management, Project Management, Presentation Skills, Report Writing, Communication Skills, Planning and Organising, Analytical skills and Leadership Skills.

**DUTIES** :

To manage the provision of human resources management and development services. To Manage the provision of human administration services, human resource planning and employment equity and the provision of human resources information and payroll services, Manage and monitor the development and implementation of the HR strategy and plan. Manage the development and maintenance of database and systems regarding HR information, to manage the staff establishment, the development and implementation of employment equity plans, coordination of diversity management, facilitation and provision of employee relations services, coordination of the collective bargaining processes in the department, manage the facilitation and resolution of grievances and disputes, manage relationships with recognized trade unions ensuring cordial and constructive interaction and acting as management representative in cases where disputes arise. To Manage effective provision of Organisation design, change management and service delivery improvement services in the Department, Manage and facilitate the provision of job evaluation process, implementation of coordinated and OSD posts, development and maintenance of job descriptions in the Department, Manage and facilitate the development and review of the service delivery model and business process mapping, organizational review and redesign process, change management and culture survey within the Department, manage the provision of human resource development, skills development , talent management and development of work skills plan. Manage resources (Human/ Finance/ Equipment/ Assets). Ensure proper implementation of budget by monitoring, projecting and reporting expenditure, spending in line with strategic objectives, Evaluate and monitor performance of employees to ensure achievement strategic goal. Manage the human resource development of employees in the directorate, Enhance and maintain employee motivation, align the strategic priorities and the work plans of the Directorate with the Chief Directorate. Develop operational plans for the Directorate and work plans for each staff member in the Directorate and Provide written contributions to departmental quarterly progress reports, Annual Report, SCOPA, Budget speeches, Annual Performance Plan, etc.

**ENQUIRIES** :

Ms. Gugu Nevondo at 072 904 1694

**POST 13/256** :

**DIRECTOR: COMMUNICATIONS REF NO: REFS/048326**

Directorate: Communications

**SALARY** :

R1 266 714 per annum, (all-inclusive salary package)

**CENTRE** :

Johannesburg (Head Office)

**REQUIREMENTS** :

Matric certificate plus (NQF level 7) qualification in Communications/ Public Relations/ Media Liaison/ Journalism as recognised by SAQA. 5 years of experience at a middle/senior managerial level in communications environment. Valid Driver's License. Nyukela SMS pre-entry certificate submitted prior to appointment. Competencies: GPG and DID policies and procedures, relevant legislation and Public Service Regulations, understanding

<b><u>DUTIES</u></b>	:	of expectations of customers, Knowledge of Contracts and Legal Prescripts, Management information knowledge, Project management methodologies, Policy development, change management, Financial Management, presentation Skills, Report Writing, Communication and Negotiation Skills, Planning and Organising, Analytical skills and Leadership Skills.
	:	To manage the provision of communications and stakeholder engagement in the department. Manage inter-departmental and inter-governmental collaboration. Manage the development and implementation of stakeholder engagement strategy, policy and procedures. Manage the provision of event management services. Manage the creation of advertising, advertorial, awareness-raising and marketing collateral for various campaigns across multiple channels and mediums. Manage the corporate identity, branding and exhibition portfolio of the department. Manage the development and implementation of the department's editorial and publications programme. Ensure the development and implementation of a framework for targeted and focused internal communication. Manage staff communication of changes and new developments. Manage the development of coherent and strategic messages for departmental staff. Manage the development and distribution of communication products, Oversee content for the website and intranet. Manage the monitoring, evaluation and reporting on the impact of communication. Ensure proper implementation of budget by monitoring, projecting and reporting expenditure. Ensure proper spending in line with strategic objectives. Monitor the optimal utilization and functionality of equipment. Evaluate and monitor performance of employees to ensure achievement strategic goal. Manage the human resource development of employees in the directorate. Enhance and maintain employee motivation. Align the strategic priorities and the work plans of the Directorate with the Chief Directorate. Develop operational plans for the Directorate and work plans for each staff member in the Directorate. Provide written contributions to departmental quarterly progress reports, Annual Report, SCOPA, Budget speeches, Annual Performance Plan, etc.
<b><u>ENQUIRIES</u></b>	:	Ms. Gugu Nevondo at 072 904 1694
<b><u>POST 13/257</u></b>	:	<b><u>DIRECTOR: FINANCIAL MANAGEMENT &amp; ADMINISTRATION REF NO REFS/048327</u></b> Directorate: Financial Management Services
<b><u>SALARY CENTRE REQUIREMENTS</u></b>	:	R1 266 714 per annum, (all-inclusive salary package)
	:	Johannesburg (Head Office)
	:	Matric certificate plus (NQF level 7) qualification in Accounting/Finance as recognised by SAQA. 5 years of experience at a middle/senior managerial level in finance environment. Code 08 license. No criminal record. Nyukela SMS pre-entry certificate submitted prior to appointment. Competencies: GPG and DID policies and procedures, relevant legislation and Public Service Regulations, understanding of expectations of customers, SAPS Act, Regulations and Amendments, PFMA, Treasury Regulation, GRAP, GAAP, PSA, PSR, etc. Employment Equity Act,1998, Financial Systems, Knowledge of Contracts and Legal Prescripts, Management information knowledge, Project management methodologies, Policy development, change management, Financial Management, MTEF Budgeting and Financial Reporting, presentation Skills, Report Writing, Communication and Negotiation Skills, Planning and Organising, Analytical skills and Leadership Skills.
<b><u>DUTIES</u></b>	:	To manage and facilitate the provision of financial management and administration services. Manage and ensure the correct department's expenditure & revenue transactions and provide accounts payable management functions, manage compilation of journals to correct allocation of expenditure transactions. Ensure all suppliers are accounted for. Manage the validation of creditor's balances accurately. Manage the Implementation of financial accounting system. Manage effective administration of the financial systems (SAP/ BAS/ PERSAL/ etc.). Manage effective monitoring of general ledger accounts. Manage accurate allocation of receipt and payments. Manage accurate financial & management accounting records according to GAAP and GRAP. Manage and provide financial information regarding the allocation of funding of ad hoc related projects/ programmes. Manage revenue income/ collection processes, Manage and ensure maintenance of an accurate and effective cashier systems. Research and keep abreast of best practice initiatives and developments within the directorate. Develop business/ strategic

plan for the directorate and align it with Chief Directorate and ensure implementation thereof. Oversee the development and implementation of operational plans for the directorate. manage the development and coordination of service delivery improvement plan. Manages and calculates risks; Oversee and ensure provision of coaching, disciplining and mentoring of staff to improve performance. Manage the performance of staff and ensure assessment of their performance. Consolidate and manage of budget in the directorate. Authorise, control and monitor the budget and expenditure. Manage the compilation of various reports and statistics for the section. Manage leave in the directorate.

**ENQUIRIES**

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Ms. Gugu Nevondo at 072 904 1694