

ANNEXURE I

DEPARTMENT OF LAND REFORM AND RURAL DEVELOPMENT

CLOSING DATE
NOTE

- : 04 September 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. 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. 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. Applications submitted via email will be acknowledged via an automated response. Applications received manually will not be acknowledged due to high volumes of applications received. 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: DLRRD 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.

OTHER POSTS**POST 30/64**

- : **ASSISTANT DIRECTOR: PLAS MANAGEMENT ACCOUNTING SYSTEMS**
REF NO: 3/1/1/1/2026/217
Directorate: Proactive Land Acquisition Strategy (Plas) Trading Account Financial Management

SALARY
CENTRE
REQUIREMENTS

- : R487 197 per annum (Level 09)
- : Gauteng (Pretoria)
- : Minimum requirements: Applicants must be in a possession of a Grade 12 Certificate and a National Diploma in Financial Information Systems / Informatics or related equivalent qualification (NQF Level 6). Minimum of 3 years' supervisory experience working in system administration or management environment. A valid driver's licence. Job related knowledge: Public Service Act. Public Finance Management Act. Preferential Procurement Policy Framework Act. Treasury Regulations. Financial Systems. Job related skills: Ability to supervise. Communication (verbal and written). Interpersonal relations. Computer literacy. Report writing ability. Problem solving.

DUTIES

- : Provide operational access, system improvements, user and support. Provide 1st level end user support. Maintain master data e.g. Project set-up, master chart of accounts maintenance. Ensure effective and efficient management of

all financial and operational systems in accordance within Agricultural Land Holding Account (ALHA) Trading Account. Maintain Chart of Accounts on an ongoing basis. Log calls with services provider, coordinate work done by third parties technical resources and developments. Oversee that correct change control procedures are adhered to. Maintain systems and provide or facilitate support and training to users. Approve all modification to securities, e.g. new users, termination of users, access control. Develop and maintain reports specifications, design, deliver to end user on time. Manage systems development and enhancements. Manage and coordinate the implementation of new project related to enhancements on all ALHA systems. Ensure monitoring of developer/system provider's account in line with the approved contract and Service Level Agreements.

**ENQUIRIES
APPLICATIONS**

: Mr OC Nyamandi Tel No: (012) 312 9215
: Applications can be submitted by hand delivery during office hours to: 600 Lilian Ngoyi Street (formerly known as Van der Walt Street), Berea Park, Pretoria, 0002 or by email to Post217@dlrrd.gov.za

NOTE

: EE Targets: African, Coloured, Indian and White Males and Coloured, Indian and White Females and Persons with disabilities.

POST 30/65

: **DRIVER / MESSENGER REF NO: 3/1/1/1/2026/218**
Chief Directorate: Land Restitution Support

**SALARY
CENTRE
REQUIREMENTS**

: R201 093 per annum (Level 04)
: KwaZulu Natal (Pietermaritzburg)
: Minimum requirements: Applicants must be in possession of a Grade 10 Certificate / Adult Basic Education and Training (ABET) qualification or related equivalent qualification and a valid driver's licence. Job related knowledge: Knowledge of the city in which the function will be performed. Job related skills: Organising, Good communication (written and verbal), Interpersonal relations and Basic literacy. A reliable and creative individual who is prepared to work under pressure and as part of a team.

DUTIES

: Drive light and medium vehicles to transport passengers and deliver other items (mail, documents, office equipment). Collect, distribute and control movement of documents. Do routine maintenance on the allocated vehicle and report defects timely. Perform daily pre and post trip vehicle inspection to ensure that the vehicle is always in the best condition. Complete all the required and prescribed records and logbooks with regard to the vehicle and the goods handled. Maintain accurate and up to date schedule trip sheets i.e. log official trips, daily mileage. Collect and deliver documentation and related items in the Departmental / Branch or any other component within the Departmental-related external parties. Ensure proper and secure control over movement of documents. Assist in registry functions. File incoming correspondence and help trace the file. Copy and fax documents.

**ENQUIRIES
APPLICATIONS**

: Ms NP Mazibuko Tel No: (033) 341 2679
: Applications can be submitted by hand delivery during office hours to: 1st Floor, 270 Jabu Ndlovu Street (formerly known as Loop Street), Pietermaritzburg, 3200 or by email to Post218@dlrrd.gov.za

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: EE Targets: African, Coloured, Indian and White Males and African, Coloured, Indian and White Females and Persons with Disabilities.