



KWAZULU-NATAL PROVINCE

AGRICULTURE AND RURAL DEVELOPMENT
REPUBLIC OF SOUTH AFRICA

CHIEF DIRECTORATE: HUMAN RESOURCE MANAGEMENT

01 Cedara Road, Pietermaritzburg, 3200
Private Bag X9059, Pietermaritzburg, 3200

**TO: MINISTRY OF AGRICULTURE AND RURAL DEVELOPMENT, DEPUTY DIRECTOR-
GENERALS, CHIEF DIRECTORS, DIRECTORS AND ALL STAFF**

IDENTICAL CIRCULAR NO: 03 OF 2024

The contents of this circular must be brought to the attention of all employees.

DIRECTIONS TO APPLICANTS

Applicants are encouraged to apply for posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs. Applications submitted electronically will be taken as a final application and may not be amended or supplemented in any way after the closing date indicated in the advertisement.

Applicants using the manual application process must submit their applications on the prescribed form Z83 (PLEASE USE THE NEW Z83 FORM WHICH IS EFFECTIVE FROM 01 JANUARY 2021) obtainable from any Public Service Department or at www.dpsa.gov.za and all applications must be accompanied by a comprehensive CV. Applicants must ensure that the Z83 application form is completed in full, duly signed and initialled, as failure to do so may lead to disqualification of the application during the selection process. Only shortlisted candidates will be required to submit certified copies of qualifications and other related/supporting documents on or before the day of the interview following the communication from Human Resources. All applications must be addressed to the Head of Department and may be hand delivered or couriered to 4 Pin Oak Avenue, Hilton, 3245. Applications may also be posted to Private Bag x6005, Hilton, 3245. Applicants are discouraged from sending applications through registered mail because the Department will not be responsible for non-collection of these applications.

Applicants may also submit their completed and signed Z83 application forms and CV's directly to the following email address: kznjobssouth@kzndard.gov.za

Applicants may also visit any one of our Designated Online Application Centres (DOACS) where our friendly staff will assist you with applying online or receiving your hardcopy application. You can find the list of Designated Online Application Centres (DOACS) at www.kznonline.gov.za/kznjobs.

It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). No late applications will be accepted. Failure to comply with the above instructions will result in the disqualification of your application. If you have not been contacted within three (3) months after the closing date of the advertisement, please accept that your application was unsuccessful.

CLOSING DATE: **01 NOVEMBER 2024**

08/10/2024

**MR ZN DLAMINI
HEAD OF DEPARTMENT
AGRICULTURE AND RURAL DEVELOPMENT**

GROWING KWAZULU-NATAL TOGETHER

#PHEZ'KOMKHONO



KWAZULU-NATAL PROVINCE

AGRICULTURE AND RURAL DEVELOPMENT
REPUBLIC OF SOUTH AFRICA

The Department of Agriculture and Rural Development is an equal opportunity, affirmative action employer and is committed to the promotion of diversity and equity in employment.

Women and people living with disabilities are encouraged to apply. The Department of Agriculture and Rural Development reserves the right not to fill any advertised post.

Invited candidates will attend interviews at their own cost.

<u>POST</u>	:	<u>DEPUTY DIRECTOR: ACQUISITION AND LOGISTICS</u>
<u>REFERENCE NO.</u>	:	<u>SSC09/2024</u>
<u>SALARY</u>	:	R849 702 p.a. all-inclusive salary MMS package (level 11)
<u>CENTRE</u>	:	Head Office - Cedara
<u>REQUIREMENTS</u>	:	A relevant tertiary qualification at NQF level 7 in Supply Chain Management / Financial Management / Commerce and a valid driver's license. Experience: 3 - 5 years' related Supply Chain Management experience at junior management level. Knowledge: RSA Constitution, Public Service Act, Public Service Regulations, Public Finance Management Act, Labour Relations Act, EPMDS, Basic Conditions of Employment Act, National and Provincial Practice Notes, KZN Provincial Supply Chain Policy Framework, SCM practices and procedures., Promotion of Access to Information Act, National Treasury Regulations, Preferential procurement policy framework. Skills: Language, presentation, analytical thinking, interpersonal relations, computer skills, planning and organizing, time management, report writing, problem solving, communication, conflict management, change management, relationship management and decision making.
<u>DUTIES</u>	:	Manage acquisition services. Manage logistics services. Manage quotation services. Develop policies and strategies aimed at improving service delivery. Manage the resources of the sub-directorate.
<u>ENQUIRIES</u>	:	Mr BR Dube Tel: 033 – 355 9185