



KWAZULU-NATAL PROVINCE

AGRICULTURE AND RURAL DEVELOPMENT
REPUBLIC OF SOUTH AFRICA

Inspiring New Hope

CHIEF DIRECTORATE: HUMAN RESOURCES MANAGEMENT

91 Cichard Road, Pietermaritzburg, 3201

KZN Department of Agriculture & Rural Development, Private Bag 30059, Pietermaritzburg, 3200

**TO: MINISTRY OF AGRICULTURE AND RURAL DEVELOPMENT, CHIEF DIRECTORS,
DIRECTORS AND ALL STAFF**

IDENTICAL CIRCULAR NO: 04 OF 2026/2027

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 for reference numbers starting with SSC may be hand delivered or couriered to 4 Pin Oak Avenue, Hilton, 3245. All applications for reference numbers starting with NSC may be hand delivered or couriered to Lot no. 11634, Corner of Via Verbena and Loop Street, Veldenvlei, Richards Bay, 3900

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. 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 will be an integrity (ethical conduct) assessment. 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: 11 SEPTEMBER 2026

DR. FNP QWABE

20/08/2026



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HEAD OF DEPARTMENT
AGRICULTURE AND RURAL DEVELOPMENT

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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 highly 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 due to budgetary constraints.

POST	:	<u>SCIENTIFIC MANAGER GRADE A – AGRICULTURAL RISK AND DISASTER MANAGEMENT</u>
REFERENCE NO.	:	SSC14/2026
SALARY	:	R1 143 468 p.a. all-inclusive salary OSD package
CENTRE	:	Head Office - Cedara
REQUIREMENTS	:	An M.Sc degree (NQF level 9) in Agricultural Disaster Management / Climate Change Adaptation / Environmental Sciences (Disaster Risk Science) and a valid driver's licence. Compulsory registration with SACNASP as a Professional Natural Scientist. Experience: 6 years' post qualification (M.Sc) natural scientific experience. Knowledge: Sound knowledge of the Disaster Management Act, National Climate Change Act and related Policies, climate change adaptation frameworks, agricultural production systems, natural resource management principles, Public Service Act, Public Service Regulations, Public Finance Management Act and Treasury Regulations, research and scientific methodologies, GIS and spatial analysis applications, monitoring and evaluation systems. Skills: TECHNICAL: Strategic planning and leadership, policy development and excellent report writing, research, project management and development, planning and execution of scientific projects, change management, budget planning and expenditure control, advanced scientific and technical knowledge in climate change and disaster risk management, excellent presentation skills, strong stakeholder management and negotiation, project and financial management, ability to work under pressure and manage multiple priorities, risk and vulnerability assessment, climate risk analysis, GIS and spatial planning, data management and interpretation, creating a high-performance culture, professional judgement, data analysis, policy development and analysis, scientific presentation, mentoring. GENERIC: Strategic capability and leadership, decision making, team leadership, financial management, customer focus and responsiveness, communication, computer literacy, networking, planning, organizing and execution, conflict management, people management, change management, problem solving and analytical thinking.
DUTIES	:	Manage scientific research and development. Manage policy, strategy development and stakeholders' relations. Manage Agricultural Disaster Risk Assessments and Funding Schemes. Manage the implementation of Climate Change Programmes. Manage Human Resources and Financial Resources of the Sub-Directorate.
ENQUIRIES	:	Mrs NZQ Pakkies Tel: 033 – 355 9148
POST	:	<u>PROFESSIONAL SCIENTIST GRADE A/B/C (JUNCAO MUSHROOM) SECTION</u>
REFERENCE NO.	:	SSC15/2026
SALARY	:	R791 604p.a. all-inclusive OSD remuneration package (Grade A) R900 957p.a. all-inclusive OSD remuneration package (Grade B) R1 015 071p.a. all-inclusive OSD remuneration package (Grade C)
CENTRE	:	Cedara Research Station
REQUIREMENTS	:	An NQF level 08 four-year B.Sc in Agriculture degree majoring in Microbiology and/or Plant Pathology, compulsory registration with SACNASP as a Professional Natural Scientist and a valid driver's licence. Experience: 3 years' relevant post qualification experience. Knowledge: Sound understanding of agricultural research methodologies and application of practices and techniques. Sound and broad knowledge of laboratory instrumentation maintenance, calibration and troubleshooting. Knowledge of microbiology and/or plant pathology. Knowledge of the Labour Relations Act, Public Service Regulations, Basic Conditions of Employment Act, Departmental HRM and HRD Policies, Occupational Health and Safety Standards. Skills: TECHNICAL: Analytical skills and data analysis, scientific methodology and models, research and development, writing of scientific papers, technical reports and popular articles,



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scientific editing and reviewing, communication at a scientific, technical and informative level, programme and project management, presentation and computer aided scientific applications, professional judgement, policy development and analysis. **GENERIC:** Leadership, mentorship, conflict management, financial management, planning and organizing, analytical, problem solving and analytical thinking, creativity, decision making, change management, customer focus and responsiveness, communication, innovation, computer literacy, customer focus and responsiveness, networking, creating high-performance culture.

DUTIES : Conduct research and development. Perform agricultural scientific analysis and regulatory functions. Develop and implement methodologies, policies, systems and procedures. Human Capital Development and Management. Perform administrative functions.

ENQUIRIES : Dr. SR Bezuidenhout Tel: 033 – 355 9657

POST : **ASSISTANT DIRECTOR: BOOKKEEPING AND LOSS CONTROL**

REFERENCE NO. : **SSC16/2026**

SALARY : R487 197 p.a. (level 09)

CENTRE : Head Office - Cedara

REQUIREMENTS : An NQF level 7 qualification in Financial Management and a valid driver's licence. Experience: 3 years' supervisory experience or 3 years' experience at the level of an Administrative Officer in the financial management field. Knowledge: PFMA, Treasury Regulations, National and Provincial Treasury Instruction Notes, Division of Revenue Act, Public Service Act, Public Service Regulations, PERSAL, BAS, LOGIS, Departmental Policies and SOP's. Skills: Financial Management, people management, time management, decision making, planning, organizing, conflict management, good written and verbal communication, strong leadership, innovative, creativity, problem solving, presentation, interpersonal relations, computer literacy, project management and change management.

DUTIES : Administer the co-ordination of banking, suspense accounts and entity process. Facilitate and co-ordinate the timeous preparation for financial reporting. Oversee the co-ordination and maintenance of departmental loss control. Facilitate and co-ordinate the inter-departmental accounts. Manage resources of the section and provide advice, guidance and inputs to policies.

ENQUIRIES : Ms R Nair Tel: 033 – 355 9364

POST : **SCIENTIFIC TECHNICIAN GRADE A/B/C (HORTICULTURE)**

REFERENCE NO. : **NSC06/2026**

SALARY : R407 3371p.a. - OSD (Grade A)

R460 086p.a. - OSD (Grade B)

R518 769p.a. - OSD (Grade C)

CENTRE : Makhathini Research Station

REQUIREMENTS : An NQF Level 06 Diploma in Agricultural Sciences. Compulsory registration with SACNASP as a Certificated Natural Scientist and a valid driver's licence. Experience: 3 years' post qualification experience in an agricultural scientific environment. Knowledge: Knowledge of Occupational Health and Safety Standards, Sound and broad scientific knowledge on research procedures and activities, sound and broad knowledge of tunnel production, maintenance, equipment calibration and troubleshooting, knowledge of horticulture, Labour Relations Act, Public Service Regulations, Basic Conditions of Employment Act, Departmental HRM and HRD Policies, sound understanding of agricultural research methodologies and application of practices and techniques, and scientific methodology and models. Skills: Programme and project management, scientific methodologies, research and development, computer-aided scientific applications, analytical skills and data analysis, knowledge legal compliance, technical report writing, creating a high-performance culture, professional judgement, data analysis, mentorship, decision making, team leadership, creativity, self-management, financial management, customer focus and responsiveness, communication, computer literacy, networking, people management, planning and organizing, conflict management, and problem-solving and analysis.

DUTIES : To conduct research and development. To perform technical scientific analysis and regulatory functions. To develop and implement methodologies, policies, systems and procedures. Human capital development. To manage resources of the section.

ENQUIRIES : Dr. SR Bezuidenhout Tel: 033 – 355 9657



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POST	:	SCIENTIFIC TECHNICIAN GRADE A/B/C (AGRONOMY)
REFERENCE NO.	:	SSC17/2026
SALARY	:	R407 3371p.a. - OSD (Grade A) R460 086p.a. - OSD (Grade B) R518 769p.a. - OSD (Grade C)
CENTRE	:	Kokstad Research Station
REQUIREMENTS	:	An NQF Level 06 Diploma in Agricultural Sciences. Compulsory registration with SACNASP as a Certificated Natural Scientist in the field of Agricultural Science and a valid driver's licence. Experience: 3 years' post qualification experience in an agricultural scientific environment. Knowledge: Knowledge of Occupational Health and Safety Standards, sound and broad scientific knowledge of research procedures and activities, sound and broad knowledge of tunnel production, maintenance, equipment calibration and troubleshooting, knowledge of agronomy, Labour Relations Act, Public Service Regulations, Basic Conditions of Employment Act, Departmental HRM and HRD Policies, sound understanding of agricultural research methodologies and application of practices and techniques. Scientific methodology and models. Skills: Programme and project management, scientific methodologies, research and development, computer-aided scientific applications, analytical skills and data analysis, knowledge of legal compliance, technical report writing, creating a high performance culture, professional judgement, data analysis, mentorship, decision making, team leadership, analytical skills, creativity, self-management, financial management, customer focus and responsiveness, communication, computer literacy, networking, people management, planning and organizing, conflict management, problem solving and analysis.
DUTIES	:	To conduct research and development. To perform technical scientific analysis and regulatory functions. To develop and implement methodologies, policies, systems and procedures. Human capital development. To manage the resources of the division.
ENQUIRIES	:	Dr. SR Bezuidenhout Tel: 033 – 355 9657

POST	:	PERSONNEL PRACTITIONER (SKILLS PLANNING)
REFERENCE NO.	:	SSC18/2026
SALARY	:	R338 106p.a. (level 07)
CENTRE	:	Head Office - Cedara
REQUIREMENTS	:	A National Diploma (NQF level 6) in Human Resources Management or Public Administration and a valid driver's license. Experience: No experience required. Knowledge: RSA Constitution, Public Service Act, Public Service Regulations, NDP 2030, relevant HRD Policies and Procedures, National and Provincial HRD Policies and Strategies, South African Qualifications Authority Act, Skills Development Act, Labour Relations Act, Performance Management System, Basic Conditions of Employment Act, Treasury Regulations, Practice Notes in Public Service, PERSAL, Batho Pele Principles, White Paper on Education and Training, knowledge of moderating assessments. Skills: Problem solving, time management, decision making, planning, organising, project planning, communication, interpersonal, innovation, creativity, analytical, policy analysis and development, research, facilitation, presentation, influencing, computer, report writing.
DUTIES	:	Develop the Workplace Skills Plan (WSP). Provide advice and guidance on The WSP to internal and external stakeholders. Conduct career guidance. Implement training quality assurance systems. Develop and review Policies. Conduct skills audit processes.
ENQUIRIES	:	Mrs N Gumede Tel: 033 – 3559309

POST	:	GENERAL ADMINISTRATION CLERK (3 X POSTS)
REFERENCE NO.	:	NSC07/2026
SALARY	:	R237 453 p.a. (level 05)
CENTRES	:	King Cetshwayo District (1 x post), uMkhanyakude District (1 x post) and uPhongolo Local Municipality – Zululand (1 x post)
REQUIREMENTS	:	A Senior Certificate/National Senior Certificate (Matric) and a valid driver's licence. Experience: No experience required. Knowledge: Office administration, Batho Pele Principles, Public Service Act, Public Service Regulations, Public Finance Management Act and Treasury Regulations. Skills: Time management, decision making, planning, organising, communication (written and verbal),



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- DUTIES** : interpersonal relations, computer, report writing, analytical, telephone etiquette and innovative skills.
Render general clerical support services. Provide stores administration services. Provide human resources support services. Provide financial administration support services in the component. Provide transport and asset support services.
- ENQUIRIES** : Mr SA Shandu Tel: 035 – 780 6700 (King Cetshwayo District)
Mr TH Ngcobo Tel. 035 – 550 0210 (uMkhanyakude District)
Mrs N Khuluse Tel. 034 – 413 6187 (uPhongolo Local Municipality)

- POST** : **GENERAL ADMINISTRATION CLERK (2 X POSTS)**
REFERENCE NO. : **SSC19/2026**
SALARY : R237 453 p.a. (level 05)
CENTRES : Dundee Research Farm (1 x post) and Cedara Research Farm (1 x post)
REQUIREMENTS : A Senior Certificate/National Senior Certificate (Matric). Experience: No experience required. Knowledge: Public Finance Management Act, Treasury Regulations, Public Service Act, Practice Notes, Income Tax Act, National Interventions. Skills: Financial management, people management, problem solving, time management, decision making, planning, organising, leadership, project planning, conflict management, communication (verbal and written), interpersonal relations, policy analysis, motivational, computer, report writing and influencing skills.
- DUTIES** : Render general clerical support services. Render supply chain clerical support

- services. Render Human Resource support services. Render financial administration support services. Render fixed and movable asset support services. Render transport support services (transport officer).
- ENQUIRIES** : Mr M Magawana Tel. 033 - 3559258

- POST** : **LAUNDRY SERVICES AID**
REFERENCE NO. : **SSC20/2026**
SALARY : R144 024p.a. (level 02)
CENTRE : Cedara College of Agriculture
REQUIREMENTS : An NQF level 03 qualification/ Grade 11. Experience: No experience required. Knowledge: Basic laundry services knowledge. Skills: Cleaning, operating equipment, basic verbal/written communication and time management.

- DUTIES** : Collect or receive dirty laundry. Provide laundry cleaning services. Sort and deliver laundry. Keep and maintain cleaning products and equipment, e.g. washing machine, dryer, presser.

- ENQUIRIES** : Ms Z Dladla Tel: 033 – 343 8139

- POST** : **CLEANER**
REFERENCE NO. : **SSC21/2026**
SALARY : R144 024p.a. (level 02)
CENTRE : Inkosi Langalibalele Local Office (previously uMtshezi and Imbabazane Local Office) - uThukela District
REQUIREMENTS : ABET LEVEL 2. Basic education literacy and numeracy. Experience: No experience required. Knowledge: Basic knowledge of operating cleaning equipment, awareness of Occupational Health and Safety. Skills: Cleaning skills and basic verbal/written communication skills.

- DUTIES** : Cleaning office buildings. Render kitchen services. Cleaning of restrooms. Keep and maintain cleaning materials and equipment.

- ENQUIRIES** : Ms TG Gayi Tel: 036 – 352 3050

- POST** : **GENERAL WORKER (2 X POSTS)**
REFERENCE NO. : **SSC22/2026**
SALARY : R144 024p.a. (level 02)
CENTRES : eThekwin District Office (1 post)
Umziwabantu & Ezingolweni Local Office – uGu District (1 post)
REQUIREMENTS : ABET LEVEL 02. Experience: No experience required. Knowledge: Maintenance of grounds, planting procedures and processes. Skills: basic numeracy and verbal/written communication skills and operating equipment.
DUTIES : Cleaning of the office grounds. Planting of trees, grass and flowers. Perform



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ENQUIRIES

:

general assistance work for the office. Perform daily inspection and maintenance of garden equipment.

Mr ST Msibi Tel: 031 – 328 9370 (eThekweni District Office)

Mr S Mafukwana Tel: 076 821 8368 (uMziwabantu & Ezingolweni Local Office)

