



DEPUTY DIRECTOR GENERAL: AGRICULTURAL DEVELOPMENT SERVICES

Reference No: SSC01/01/2021 • Salary Level:15 • Centre: Cedara Head Office. SMS Package: R1 521 591 p.a. An all-inclusive salary package (level 15) is payable subject to the signing of a mutually agreed performance agreement. The successful candidate will be required to sign a Performance Agreement after 3 months from assumption of duty, subjected to security clearance and required to disclose financial interests.

Requirements: •A Grade 12 (Matric) Certificate, BSc Degree in Agriculture (NQF level 7) plus post graduate Degree (NQF Level 8) qualification in Natural Science. **Experience:** 8-10 years senior management experience (5 years of which must be Executive Management in Agriculture related field) • **Knowledge:** RSA Constitution, PSA, PFMA, LRA, OH& Safety Act, Engineering Professions Act, SANS 1200, Agricultural and Veterinary Services Legislations, Agricultural Policy Action Plan, Provincial Growth and Development Plan, NDP, PSR, Treasury Regulations and Project Management **Skills:** good communication written / verbal), human relations, problem solving, report writing, innovation, decision making, financial management, Diplomacy protocol, dispute resolution, computer skills, time management, strategic planning, engineering design, presentation and leadership skills and a valid driver's licence.

Key Performance Areas: Provide strategic direction to the Branch which would include participating at Provincial and National Strategic Planning, Corporate Governance structures and ensure implementation of strategic objectives of the Branch. Provide strategic management of agricultural services, extension and advisory services and ensure optimal management of project office. Ensure the provisions of strategic management of veterinary services through coordination of animal health, veterinary support services and oversee their performance in accordance with acceptable zoo-sanitary standards. Coordinate the provisions of strategic management of agriculture, research, development and training institutes. Coordinate management of engineering services and oversee the management of soil conservation and landscape services. Manage the resources of the Branch.

Enquiries: Mr. SD Sibande (033-355 9108)

DEPUTY DIRECTOR GENERAL: CORPORATE SERVICES

Reference No: SSC 02/2021 • Salary Level:15 • Centre: Cedara Head Office. SMS Package: R1 521 591 p.a. An all-inclusive salary package (level 15) is payable subject to the signing of a mutually agreed performance agreement. The successful candidate will be required to sign a Performance Agreement after 3 months from assumption of duty, subjected to security clearance and required to disclose financial interests.

Requirements: • A Grade 12 (Matric) Certificate, Bachelor's Degree in Human Resource Management/ Public Administration (NQF 8) and a valid Driver's Licence. **Experience:** 8-10 years Senior Management experience in a corporate/ administration environment. • **Knowledge:** RSA Constitution, PSA, PSR, PFMA, LRA, EPMDs, BCEA, MISS, Project Management principles, Millennium Development Goals, Social Dynamics of KZN Communities, National and Provincial Practice Notes, PAIA, Service Delivery Frameworks, Treasury Regulations, Provincial Growth and Development Plan, NDP. Promotion of Equality and Prevention of unfair Discrimination, National and International outlook, OHS Act, Skill Development Act• **Skills:** Language, listening, Interpersonal relations, Computer literacy, Leadership, Time management, communication (written / verbal), conflict management, change management, ability to work under pressure, report writing, Problem solving, self-discipline and ability to work under pressure. Strategic planning, financial management, relationship management presentation and decision-making skills.

Key Performance Areas: Provide strategic leadership to the Branch; ensure the achievement of strategic objectives and performance targets of the Branch and manage the development of measurable inputs, outputs and outcome indicators for the implementation of departmental policies. Manage human resource management and development services; provide effective and efficient human resource support, provide human resource development, provide and promote employee relations, ensure the provision of management advisory services and ensure employee health and wellness. Manage business support services, which include Information communication technology, communication services, minor works and integrated planning, policy monitoring and evaluation. Manage legal services; ensure the provision of legal support, monitor the departmental participation in the municipal IDP process, manage stakeholder relations and ensure establishment of structure and institutions to promote IGR. Manage resources of the Branch.

Enquiries: Mr. SD Sibande (033-355 9108)

CHIEF DIRECTOR: BUSINESS SUPPORT SERVICES

Reference No: SSC 03/2021 • Salary Level:14 • Centre: Cedara Head Office. SMS Package: R1 251 183 p.a. An all-inclusive salary package (level 14) is payable subject to the signing of a mutually agreed performance agreement. The successful candidate will be required to sign a Performance Agreement after 3 months from assumption of duty, subjected to security clearance and required to disclose financial interests.

Requirements: A Bachelor's Degree in Public Management/ Administration (NQF 7) and a valid Driver's Licence. **Experience:** 5 years' relevant experience at Senior Management Level • **Knowledge:** RSA Constitution, PSA, PSR, PFMA, LRA, EPMDs, BCEA, Project Management principles, National Skills Development, National and Provincial Practice Notes, PAIA, Service Delivery Frameworks, SCM Practices and Procedures, National Skills Accord, NDP. Promotion of Equality and Prevention of unfair Discrimination, Criminal Procedure Act, KZN Citizen' Charter and knowledge of Security Management • **Skills:** Language, listening, Interpersonal relations, Computer literacy, Organizational development, Leadership, Business Management, communication (written / verbal), conflict management, change management, ability to work under pressure, report writing, Problem solving, self-discipline and ability to work under pressure. People Management, financial management, relationship management presentation and decision-making skills.

Key Performance Areas: Provide strategic leadership, advice and guidance to the Chief Directorate i.e. ensure the development of effective strategy for the implementation of Business Support policy and plan; participate in Provincial Department and National relevant strategic planning initiatives and provide expert advice and guidance to Senior Management with regards to Business Support Services. Manage information communication technology (ICT) strategy and operations; Manage communication services; Manage integrated planning, policy, monitoring and evaluation; facilitate strategic planning, performance monitoring and reporting, ensure the implementation of Batho Pele Programme. Manage the provisions of security services as well as minor works, auxiliary and records management. Ensure strategy development for the Branch and manage the resources of the Chief Directorate.

Enquiries: Mr. SD Sibande (033-355 9108)

CHIEF DIRECTOR: HUMAN RESOURCES MANAGEMENT

Reference No: SSC 04/2021 • Salary Level:14 • Centre: Cedara Head Office. SMS Package: R1 251 183 p.a. An all-inclusive salary package (level 14) is payable subject to the signing of a mutually agreed performance agreement. The successful candidate will be required to sign a Performance Agreement after 3 months from assumption of duty, subjected to security clearance and required to disclose financial interests.

Requirements: A Bachelor's Degree/ B Tech in Human Resource Management or Public Administration (NQF 7) and a valid Driver's Licence **Experience:** 5 years Senior Management Service (SMS) experience in a Human Resource environment. **Knowledge:** RSA Constitution, PFMA, Treasury Regulations, PSR, PSA, BCEA, Skills Development Levies Act, PERSAL system, PILIR, HR Planning Citizens Charter, Project Management, LRA, EPMDs, Millennium Development Goals, Social dynamics of KZN Communities, Project Management Principles, National and Provincial Practice Note, PAIA, JE process, Organizational Development Service Delivery Frameworks, NDP, PGD, KZN Intergovernmental matters, Promotion of Equality and Prevention of Unfair Discrimination, National and International Economic outlook. **Skills:** Computer literacy, communication (written/verbal) report writing, interpersonal relations, time management. Leadership, problem solving, conflict management, change management, people management, relationship management, minimum supervision, financial management, strategic planning, presentation, decision making, self-disciplined and be able to work under pressure.

Key Performance Areas: Manage Human Resource administration, policies and practices; provide and manage human resource administration service at service centres, manage HR information systems, recruitment and reporting and manage employee health and wellness. Manage Human Resource Development; ensure implementation of EPMDs System, ensure implementation of HR development services and HR skills development, policies and practices. Manage the provisions of sound employee relations; ensure discipline and labour relations investigations, facilitate the provision of grievance and disputes processes and statistics and ensure the coordination of collective bargaining. Manage the provisions of management advisory services; ensure the development of organizational development strategy and interventions, ensure the provision of job profiling and evaluation and HR planning. Manage the development and implementation of policies and strategies; coordinate the development of best practice, manage implementation of National, Provincial and Departmental frameworks, provide strategic guidance to the Chief Directorate and provide expert advice and guidance. Manage resources of the Chief Directorate.

Enquiries: Mr. SD Sibande (033-355 9108)

DISTRICT DIRECTOR: AGRICULTURAL EXTENSION & ADVISORY SERVICES

Reference No: NSC01/2021 • Salary Level:13 • Centre: uMkhanyakude. SMS Package: R1 057 326 p.a. An all-inclusive salary package (level 13) is payable subject to the signing of a mutually agreed performance agreement. The successful candidate will be required to sign a Performance Agreement after 3 months from assumption of duty, subjected to security clearance and required to disclose financial interests.

Requirements: A 4-year BSc Degree in Agricultural Sciences/ B Tech Agriculture and a valid driver's Licence. **Experience:** A minimum of 5 years Middle Management Service (MMS) experience in Agriculture. **Knowledge:** Sound knowledge of relevant legislative environment: RSA Constitution, PFMA, Treasury Regulations, PSR, PSA, Financial management, White Paper on Agriculture for KZN Strategy for Agrarian Transformation in KZN, NDP, LRA, PAIA, EPMDs, Community Development, Public Participation, Community outreach, social dynamics of KZN Communities, Agricultural Policy Action Plan, Provincial Growth and Development Plan, service delivery framework and Project Management Principles. **Skills:** Excellent communication, (written and verbal), innovative, good interpersonal relations, honesty, professionalism, integrity, honesty, time frame driven, decision making, Statistical, forecasting and strategic planning skills.

Key Performance Areas: Manage the provisions of agricultural extension and advisory services, facilitate the establishment of extension forums, evaluate and report on extension programmes. Manage District agricultural projects, establish and participate institutional structures for planning, implementation and coordination of agricultural projects. Manage the provisions of all agricultural specific interventions and engineering support and support land reform program. Development and implementation of policies, review and amend policies as and when required based on inputs from stakeholders. Manage the provisions of administration support to the District. Manage the resources of the Directorate.

Enquiries: Mr. Z Dlamini (033-343 9290)

CHIEF DIRECTOR: INTEGRATED RURAL DEVELOPMENT

Reference No: SSC05/2021 • Salary Level:14 • Centre: Cedara Head Office. SMS Package: R1 251 183 p.a. An all-inclusive salary package (level 14) is payable subject to the signing of a mutually agreed performance agreement. The successful candidate will be required to sign a Performance Agreement after 3 months from assumption of duty, subjected to security clearance and required to disclose financial interests.

Requirements: An Honours Degree (NQF 7) in Development Studies / Economics or related Rural Development Qualification and a valid Driver's Licence **Experience:** 5 years Senior Management Service (SMS) experience in an Integrated Rural Development environment.

Knowledge: RSA Constitution, PSA, PFMA, Treasury Regulations, LRA, EPMDs, BCEA, Community Development, Community Outreach, Project Management Principles, Millennium Development Goals, Social Dynamics of KZN Communities, Youth Development Policies, National and Provincial Practice Notes, Promotion of Access to Information Act, Service Delivery Frameworks, National Development Plan, Provincial Growth and Development Plan, KZN Citizens Charter, Intergovernmental Matters, Promotion of Equality and Prevention of Unfair Discrimination, National and International Economic Outlook.

Skills: Computer literacy, communication (written/verbal) report writing, interpersonal relations, time management. Leadership, business management, problem solving, conflict management, change management, people management, relationship management, minimum supervision, financial management, strategic planning, presentation, decision making, self-disciplined and be able to work under pressure.

Key Performance Areas: Develop an effective Strategy for the implementation of an Integrated Rural Development Policy and Plan, provide a strategic direction on the implementation of Comprehensive Rural Development Plan, manage the integrated coordination of rural development strategies and programmes through the implementation of provincial rural development policy and legislative framework, ensure synergistic partnerships between Provincial departments, Municipalities and other relevant stakeholders, ensure effective management of established committees, manage rural development monitoring, evaluation and reporting through the development and implementation of the monitoring and evaluation plan, attend KZN-Interdepartmental Task Team meetings, ensured a structured, integrated and quality reporting to the various national, provincial and implementing agents i.e. MINTTECH, MINMEC, Provincial and National Clusters, manage private/public sector engagement through developing partnerships with the Provincial Planning Commission, provide strategic guidance to the Chief Directorate and provide expert advice and guidance. Manage resources of the Chief Directorate.

Enquiries: Mr. SD Sibande (033-355 9108)

DIRECTIONS TO APPLICANTS

Applications for the following posts must be submitted on the prescribed form Z83 obtainable from any Public Service Department and all applications must be accompanied by a comprehensive CV with at least two referees. Certified copies (Not copies of certified copies) of **all educational qualifications including Matric Certificate** and supporting documents (Identity documents, Drivers Licence etc.) must also be submitted with your application. Applications must be submitted on or before the closing date.

NB: Late, faxed or e-mailed applications will not be accepted. NOTE: All applications must quote the correct reference and post numbers and **if more than one post is being applied for, separate applications are required.** It will be required of the successful candidate to undergo an appropriate security clearance. Applicants must please note that they will be required to show proof of original qualifications during selection process. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Short listed candidates for SMS posts must be prepared to undergo competency assessment. **Applications will not be acknowledged due to the large volume of applications received and should you not receive a response within 60 days, kindly consider your application unsuccessful.**

Applications must be submitted (posted or hand delivered) to the attention of the Head of Department as follows:

SSC South Service Centre Private Bag X 6005 Hilton 3245	NSC North Service Centre Private Bag X 1048 Richards Bay 3900
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FAILURE TO COMPLY WITH THE ABOVE INSTRUCTIONS WILL RESULT IN IMMEDIATE DISQUALIFICATION OF CANDIDATES.

The Department of Agriculture Rural Development is an equal opportunity, affirmative action employer and is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of representation. "The Department supports candidate with disabilities" The Department of Agriculture and Rural Development reserves the right not to fill any advertised post.

CLOSING DATE: 19 March 2021