

**PROVINCIAL ADMINISTRATION: NORTHERN CAPE
DEPARTMENT OF AGRICULTURE, ENVIRONMENTAL AFFAIRS, RURAL DEVELOPMENT AND LAND
REFORM**

- APPLICATIONS** : All applications can be courier to the following address or hand delivered to: Recruitment and Selection unit: 162 George Street, Kimberley, 8301 Applicants may also use the following addresses to hand delivered or post to the following District Offices of the Department
DE AAR 5 Station & Alexander Street, De Aar 7000, Tel No: (053) 6310074 Kuruman 6236 Kgost Mothibi Street, Mothibistad, Kuruman, 8460, Tel No: (053) 7121062
SPRINGBOK 2 Hospital Street, Springbok, 8240, Tel No: (027) 7121315
UPINGTON Louisval Weg Die Eiland Navorsing Stasie, Upington, 8800, Tel No: (054) 337 8700
- FOR ATTENTION** : Mrs. L. Phayane, Manager: Human Resources at 087 630 0387, ext 134,186,185
- CLOSING DATE** : 04 August 2023
- NOTE** : Applications must be submitted on the prescribed form Z83 (obtainable from any Public Service Department) and must be completed in full and page 2 originally signed; Clear indication of the post, reference number and town that is being applied for must be indicated on your Z.83, Applications submitted on the incorrect application form (old Z83) will be disqualified. Applicants are not required to submit/attach copies of qualifications and other relevant documents on application, but must submit the new (Z83) form and detailed curriculum vitae only. The provision of certified documents will only be required from shortlisted candidates for submission on or before the day of the interview. Failure to do so will result in your application being disqualified. It is the responsibility of applicants in possession of foreign qualifications to submit evaluated results by the South African Qualifications Authority (SAQA). General information: Shortlisted candidates must be available for interviews at a date and time determined by the Department. Following the interview and the technical exercise, the Selection panel will recommend candidates to attend a generic management 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, Personnel suitability checks will also be administered as a part of the selection process. Successful candidates will be required to enter in an employment contract and performance agreement (as relevant), and must obtain a positive security clearance and will be subject to reference checks. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful. All applications, including those submitted via registered mail must reach the department before 16.00 on the day of the closing date. Incomplete applications, faxed applications, emailed applications, applications on incorrect forms, applications sent or delivered to the wrong address or applications received after closing date will be disqualified. Due to the large volume of applications to be processed, receipt of applications will not be acknowledged and correspondence will be limited to shortlisted candidates only. Applicants should note that the applications will not be returned or given back to the applicant once it has been submitted to the department.
- OTHER POSTS**
- POST 25/198** : **DEPUTY DIRECTOR: FINANCIAL MANAGEMENT REF NO: DAERL/01/23**
- SALARY** : R811 560 per annum (Level 11)
- CENTRE** : Kimberley
- REQUIREMENTS** : B. Comm. Degree (Accounting & Auditing) or equivalent qualification with at least 4-6 years appropriate experience at supervisory level; Completed articles will be an added advantage.
- DUTIES** : The incumbent will be responsible to manage and co-ordinate all financial accounting related operations within the office of the Chief Financial Officer;

Assist with policy formulation and implement sound financial management policies and internal controls; Timely processing of payments of the creditors in terms of PFMA, Banking services, Managing ledgers and performing of reconciliations; Ensure timely collection of revenue; Prepare interim and annual financial statements. Prepare monthly internal and external reports; Manage salary related expenditure and debt, Be responsible for BAS system controller functions.

ENQUIRIES : Mr. M. Dawood at 087 630 0387

POST 25/199 : **STATE VETERINARIAN REF NO: DAERL/15/23**

SALARY : R811 560 per annum (Level 11)

CENTRE : Upington

REQUIREMENTS : Possession of an appropriate Bachelor Degree (BVSc/BVMCh) or equivalent qualification. Registered with the South African Veterinary Council. Computer literacy and have a valid driver's license.

DUTIES : Manage and implement the Animal Disease Act (Act 36 of 1984) and the Meat Safety Act (40 of 2000); Manage the export of animal and animal products by coordination, facilitation, inspection, surveillance, auditing and any other function that might be required for this process to run optimally. Represent the Province on relevant forums if and when required; Coordinate and implement the registration of all export facilities; Provide support to management on export related matters if and when required Compiling and submission of veterinary and any other reports that might be required; Manage the allocated budget and personnel under the post's control. Any other function that might be expected from the post.

ENQUIRIES : Dr M. Letsie at 087 630 0387

POST 25/200 : **ASSISTANT DIRECTOR: BUDGET OFFICE REF NO: DAERL/02/23**

SALARY : R424 104 per annum (Level 09)

CENTRE : Kimberley

REQUIREMENTS : B degree, National Diploma or equivalent (NQF Level 7) in Finance / Accounting / Economics / Public Administration; A minimum of 3 years relevant experience in budgeting, financial management; Knowledge of Public Finance Management Act (PFMA), Treasury Regulations and relevant public sector finance legislation; Valid driver's license; Effective oral and writing skills and strong analytical skills; Conversant with Basic Accounting Systems (BAS) and Vulindlela; Proficiency in Microsoft Office (Word, Excel, PowerPoint).

DUTIES : Assist to co-ordinate and evaluate the MTEF budgets submissions from different programmes during the planning phase and final stages of the MTEF budgets. Assist to consolidate expenditure and revenue budget inputs for budget submissions. Assist to compile MTEF budget documentation for the Main Estimates and Adjustment Estimates. Assist with preparation of monthly and quarterly financial reports. Prepare financial report presentations for management meetings. Compile budget and expenditure performance reports and engage programmes. Evaluate and investigate expenditure trends on monthly basis. Ensure that expenditure and revenue budgets captured accurately on the financial systems. Assist in compilation of quarterly and annual financial statements.

ENQUIRIES : MR. M. Dawood at 087 630 0387

POST 25/201 : **ANIMAL HEALTH TECHNICIAN REF NO: DAERL/13/23**

SALARY : R359 517 per annum (Level 08)

CENTRE : Springbok

REQUIREMENTS : Possession of a National Diploma in Animal Health. Registered with the South African Veterinary Council as an Animal Health Technician. Good verbal and written communication skills. Computer literacy in Ms Office Software and must have a valid driver's license.

DUTIES : Application of the Animal Disease Act (Act 36 of 1984) and the Meat Safety Act (40 of 2000); Knowledge of the Brucellosis and Tuberculosis schemes and related regulations; Plan and implement disease control measures; Provide extension services on animal health to animal owners; Perform administrative and related function; Assist with procurement of vaccines and equipment. Render a support service to the DD: Animal health; Compiling and submission

		of veterinary and any other reports that might be required any other function that might be expected from the post.
<u>ENQUIRIES</u>	:	Dr. M. Letsie at 087 630 0387
<u>POST 25/202</u>	:	<u>VETERINARY LABORATORY TECHNOLOGIST REF NO: DAERL/14/23 (X3 POSTS)</u>
<u>SALARY</u>	:	R359 517 per annum (Level 08)
<u>CENTRE</u>	:	Kimberley
<u>REQUIREMENTS</u>	:	An appropriate 3-year National Diploma (or equivalent qualification) in Veterinary Technology; Registration as a Veterinary Technologist with South Africa Veterinary Council. Computer literate on MS word, MS excel and Ms PowerPoint.
<u>DUTIES</u>	:	Basic understanding of serological, molecular, parasitological and microbiological techniques; Reagent preparation; Maintenance of ISO 17025 accreditation; Government provisioning system (Supply chain Management issues); Relevant legislation and policies; Ensure good understanding of microbiology and/or serology testing and troubleshooting, registration, preparation and processing of samples for analysis and performing analyses, as well as media preparation and quality control; maintaining a laboratory management system in the section according to ISO 17025; Capturing of results in the Laboratory Information Management system (LIMS); Maintenance of laboratory registers and statistics; Procurement of laboratory requirements; Stock control; Liaison with other veterinary technologists, veterinarians and the clients of the laboratory.
<u>ENQUIRIES</u>	:	Dr. M. Letsie at 087 630 0387
<u>POST 25/203</u>	:	<u>AGRICULTURAL ECONOMIST REF NO: DAERL/18/23</u>
<u>SALARY</u>	:	R359 517 per annum (Level 08)
<u>CENTRE</u>	:	Uppington
<u>REQUIREMENTS</u>	:	Applicants must be in possession of a Grade 12 certificate and three year Degree or B-Tech degree (NQF 7) in Agriculture with Agricultural Economics as a major subject, valid driver 's license (code 8 or above) and minimum of 3 years' work experience in the agricultural sector; Required skill: Computer skills, networking skills, report writing and presentation skills, ability to communicate technical information, knowledge of economics and analytical techniques, and communication skills, an understanding of the challenges in the agricultural sector.
<u>DUTIES</u>	:	The successful candidate will render services in the provision of advice on the economics of agricultural production and economic performance in support of decision-making, initiate and/or facilitate interventions pertaining to marketing of agricultural produce as well as the undertake the following: Keep abreast of developments / patterns / trends in agricultural marketing, agricultural business, business support, trade and rural development. Manage the analysis of economic questions in a specific environment pertaining to initiatives undertaken by the Department: conduct feasibility and viability studies, manage the application of models in order to reflect the current situation and forecast possible scenarios: Validate the reliability of economic models in relation with the specific scenario, participate in establishing and maintaining networks with economic / agricultural institutions through, inter alia, the following; Partnerships. Perform administrative and related functions which entails among others the compilation of reports; Comply with the Public Service prescripts and departmental policies.
<u>ENQUIRIES</u>	:	Mr. DS. Kekana at 083 376 7265
<u>POST 25/204</u>	:	<u>BIODIVERSITY PRODUCTION GRADE A REF NO: DAERL/10/23</u>
<u>SALARY</u>	:	R310 767 per annum, (OSD)
<u>CENTRE</u>	:	Kuruman
<u>REQUIREMENTS</u>	:	A 3-year tertiary qualification in Nature Conservation or equivalent degree in Natural Science. Good working knowledge of the environmental legislation e.g. National Environmental Management: Biodiversity Act, 2004 (Act No. 10 of 2004) and Regulations, National Environment Management: Protected Areas Act, 2003 (Act no. 57 of 2003), Northern Cape Nature Conservation Act, 2009 (Act no. 9 of 2009). Good communication, report writing, organizational and administrative skills. Basic knowledge of damage causing and nuisance animal

control. Training and designation as an Environmental Management Inspector will be an added advantage. Computer literacy. Possession of a Code B driver's license. Applicant must be willing to travel long distances and work outdoors for long periods of time.

DUTIES : Perform administrative related functions, render proactive and reactive inspections of game farms, wildlife/game facilities, and wild animals in captivity, damage causing animals etc. Respond to wildlife related complaints from farmers, communities and individuals. Capture and release of damage causing animals and nuisance animals. Consult with industry experts with regards to problem animal control and translocations of such animals, hunting game capture etc. Make pre-permit verifications and recommendations. Attend and monitor game auctions during the game translocations season.

ENQUIRIES : Mr. JC. Kalagosi at 087 630 0387

POST 25/205 : **ENVIRONMENTAL OFFICER PRODUCTION GRADE A – POLLUTION AND WASTE MANAGEMENT REF NO: DAERL/19/23**

SALARY : R310 767 per annum, (OSD)

CENTRE : De Aar

REQUIREMENTS : A degree in Waste Management, Environmental Management or equivalent. Knowledge of the National Environmental Management, Waste Act 59 of 2008 and related environmental legislation. Knowledge of MS Word, Excel, Project Management and Power Point. A valid Code B driver's license. If not yet registered upon appointment the candidate must register with EAPASA within 3 months.

DUTIES : Processing of applications for Waste Management, licenses, review of Integrated Waste Management Plans, monitoring and ensuring that waste disposal sites comply to license conditions, render support to municipalities and waste SMME's, facilitate the registration of waste facilities and waste transporters. Implement good green deeds programs in the respective district. Manage waste projects to promote clean towns.

ENQUIRIES : Ms. D. Kgosi Tel No: (053) 807 7443

POST 25/206 : **ENVIRONMENTAL OFFICER PRODUCTION GRADE A – AIR QUALITY REF NO: DAERL/20/23**

SALARY : R310 767 per annum, (OSD)

CENTRE : Kuruman

REQUIREMENTS : An appropriate 3-year tertiary qualification (National Diploma/B-Degree) in the Natural/ Physical/ Environmental Sciences or equivalent qualification; A valid driving license (Code B). Experience or training in any of the following: Environmental pollution / air quality management; Air quality monitoring; Air quality management planning / integrated environmental management; Implementation of air quality / environmental pollution related projects; Environmental legislation / policy; Environmental compliance monitoring and enforcement. Geographic Information Systems. Competencies: Written and verbal communication skills; Strong report writing skills; Proven computer literacy in MS Office (Word, Excel and PowerPoint); Planning and organizational skills; Must be able to meet strict deadlines; the ability to work well within a team; Must be able to travel for work purposes. Geographic information system skills and Knowledge will be an added advantage.

DUTIES : Monitor, evaluate and report on the implementation of Air Quality policy instrumentations in the Municipalities and industries. Contribute towards the development and implementation of specific projects e.g., Air Quality Management Planning, information management and capacity building with Municipalities and industries. Attend forums with municipalities and conduct capacity building. Investigate, analyse, interpret and evaluate Air Quality reports. Contribute towards the development and administration of Air Quality Management systems and policies; Contribute towards the development and implementation of specific projects, particularly relating to air quality / environmental pollution / environmental management; Provide support with regards to compliance monitoring and enforcement as it relates to air quality / environmental pollution management; Provide assistance with administrative and related functions.

ENQUIRIES : Mr. D. Khakane Tel No: (053) 807 7497