

Job Details

Department of Agriculture and Rural Development

TOWN & REGIONAL PLANNER- PORTFOLIO MANAGEMENT

- Reference Number : **REFS/022118**
- Directorate : **INFRASTRUCTURE DEVELOPMENT**
- Number of Posts : **1**
- Package : **R721 476.00- R774 267.00 (offer will be based on appropriate and recognisable experience in line with the OSD requirements).**
- Enquiries : **Ms. Gugu Nevondo, Tel: 011 240 3090**

Requirements :

REQUIREMENTS: B degree in Urban/Town and Regional Planning or relevant qualification. Three years post qualification Town and Regional Planning experience required. Compulsory registration with SACPLAN as a Professional Town and Regional Planner. Must have a drivers licence. COMPETENCIES: Programme and Project Management. Background of Town Planning legal aspects (Acts/Legislations/policies/bylaws). Experience in land development applications (Rezoning, Subdivision, Township Establishment and etc.) Valid driver's license. Willing to travel. Knowledge and Skills: Conversant with Built Environment related legislation / policies. In-depth understanding of Site Clearance process. Well-developed Project Management. Understanding of property development. Stakeholder management skills. Problem solving; Decision making; Communication; Interpersonal, Report writing, Presentation Computer literacy.

Duties :

Make town planning inputs to prioritisation model(s), the development of commissioning plans and Infrastructure/User Asset Management Plan. Make inputs to the provincial functional norms and standards in line with nationally prescribed functional norms and standards from a town planning perspective. Make inputs to the technical norms and standards in line with nationally prescribed technical norms and standards from a town planning perspective. Make inputs to infrastructure policies from a town planning perspective. Develop and update all town planning policies and standard operating procedures related to town planning services. Contribute to the updating of functional and technical norms and standards updated based on learning generated through post project evaluations and post occupancy evaluation from a town planning perspective. Contribute from a town planning perspective to post project, post occupancy and end of the year evaluations as well as preparation of reports. Manage and direct pre-planning at least five -ten years in advance for land and services. Manage all applications for land acquirement. Manage all applications for acquirement of services in advance. Manage all town planning applications. Manage and direct

communication arrangements. Develop and manage the operational plan of the sub-directorate and report on progress as required. Develop implement and maintain processes to ensure proper control of work. Compile and submit all required administrative reports. Serve on transverse task teams as required. Procurement and asset management for the sub directorate. Plan and allocate work. Quality control of work delivered by employees.

Notes :

To apply for the above position, please apply online at <http://professionaljobcentre.gpg.gov.za/> or Hand Deliver at Ground floor, Main entrance 56 Eloff Street, Umnotho House Johannesburg. The application must include only completed and signed NEW Z83 Form, obtainable from any Public Service Department or on the DPSA web site link: <https://www.dpsa.gov.za/newsroom/psvc/> and a detailed Curriculum Vitae. Applications submitted on an OLD Z83 form will not be accepted. Certified copies of Identity Document, Grade 12 Certificate and the highest required qualifications as well as a driver's licence where necessary, will only be submitted by shortlisted candidates to Human Resources on or before the day of the interview date. Failure to do so will result in your application being disqualified. Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation report. The Department reserves the right not to appoint. Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, please submit separate applications for each post that you apply for. Due to the large number of applications we envisage to receive, applications will not be acknowledged. The department does not accept applications via email or fax. correspondence will be limited to shortlisted candidates only. Applicants must declare any pending criminal, disciplinary or any other allegations or investigations against them. Should this be uncovered during / after the interview took place, the application will not be considered and in the unlikely event that the person has been appointed such appointment will be terminated. The successful candidate will be appointed subject to positive results of the security clearance process. The successful candidate will be required to enter into an employment contract and sign a performance agreement with the Department. 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 reorganization of posts, the Department reserves the right to cancel the recruitment process and re-advertise the post at any time in the future. NB: For assistance with online applications, visit the following centres: 78 Fox Street, Marshalltown or Maponya Mall at Thuso House next to Home Affairs. It is the Department's intention to promote retrospectivity (Race, Gender and Disability) in the Public Service through the filling of this post. It is the Department's intention to promote equity through the filling of all numeric targets as contained in the Employment Equity Plan. To facilitate this process successfully, an indication of Race, Gender and Disability status is required. Female candidates are encouraged to apply in promotion of the Department's Employment Equity and Disability targets. If you do not receive any response from us within 3 months, please accept your application was unsuccessful.

Employer : Department of Agriculture and Rural Development

Location : Johannesburg (Head Office)

Closing Date : 31-01-2025

Criteria Questions

Criteria Questions

Do you have Matric/ Grade 12 plus a Bachelor's Degree (NQF level 7) in Urban/Town and Regional Planning?

Are you a registered Professional Planner with SACPLAN with post 3 years registration experience?

Do you have a valid driver's license?

Please Notes :

Due to the large number of applications we envisage receiving, applications will not be acknowledged. If you do not receive any response within 3 months, please accept that your application was not successful.

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Job Details

Department of Agriculture and Rural Development

ARTISAN: MECHANICAL PRODUCTION GRADE A -C

- Reference Number : **refs/022116**
- Directorate : **Infrastructure Development**
- Number of Posts : **1**
- Package : **R230 898.00–R 256 263. 00 per annum (plus benefits) the offer is based on recognition of experience after a Trade test certificate. (Proof of recognized experience must be attached).**
- Enquiries : **Mr. Nkosikhona Masangane Tel No: (011) 240 3094**

Requirements :

An appropriate Trade Test Certificate. A valid driver's License.

Duties :

Administer safekeeping of relevant technical documentation. Undertake job assessments. Determine material requirements. Validate availability of tools & materials before commencing with maintenance works. Repair and maintain mechanical parts, components, equipment and facilities according to relevant standards. Test repaired mechanical parts, components, equipment and /or facilities against specifications. Validate that job requisitions are signed off and handed back. Validate that areas where work has been carried out are left clean. File and maintain job records/ register and follow up on outstanding work. Draw up and submit maintenance schedules. Record keeping of maintenance schedules. Undertake ad hoc and annual condition assessments. Collect information and data through inspections. Direct and implement technical condition assessment findings regarding our assets and other infrastructure projects and make recommendations to users on areas that should receive specific attention. Make inputs to specifications. Provide inputs to the Operational Plan. Apply code of conduct.

Notes :

NOTES: Please note: To apply for the above position, please apply online at <http://professionaljobcentre.gpg.gov.za/> or Hand Deliver at Ground floor, Main entrance 56 Eloff Street, Umnotho House Johannesburg. The application must include only completed and signed new Z83 Form, obtainable from any Public Service Department or on the DPSA web site link: <https://www.dpsa.gov.za/newsroom/psvc/> and a detailed Curriculum Vitae. application on OLD Z83 will not be considered. Certified copies of Identity Document, Grade 12 Certificate and the highest required qualifications as well as a driver's licence where necessary, will only be submitted by shortlisted candidates to Human Resources on or before the day of the interview date. Failure to do so will result in your application being disqualify. Foreign qualifications must be accompanied by an

shortlisted candidates to Human Resources on or before the day of the interview date. Failure to do so will result in your application being disqualified. Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation report. The Department's intention is to promote retrospectivity (Race, Gender, and Disability) in the Public Service through the filling of this post. Preference will be given to Females, Youth and people with disability in accordance with the departmental employment equity Plan. The Department reserves the right not to appoint. Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, please submit separate applications for each post that you apply for. Due to the large number of applications we envisage to receive, applications will not be acknowledged. The department does not accept applications via email or fax. correspondence will be limited to shortlisted candidates only. Applicants must declare any pending criminal, disciplinary or any other allegations or investigations against them. Should this be uncovered during / after the interview took place, the application will not be considered and in the unlikely event that the person has been appointed such appointment will be terminated. The successful candidate will be appointed subject to positive results of the security clearance process. The successful candidate will be required to enter into an employment contract and sign a performance agreement with the Department. 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 reorganization of posts, the Department reserves the right to cancel the recruitment process and re-advertise the post at any time in the future. NB: For assistance with online applications, visit the following centres: 78 Fox Street, Marshalltown or Maponya Mall at Thuso House next to Home Affairs. It is the Department's intention to promote retrospectivity (Race, Gender and Disability) in the Public Service through the filling of this post. It is the Department's intention to promote equity through the filling of all numeric targets as contained in the Employment Equity Plan. To facilitate this process successfully, an indication of Race, Gender and Disability status is required. Female candidates are encouraged to apply in promotion of the Department's Employment Equity and Disability targets. If you do not receive any response from us within 3 months, please accept your application was unsuccessful.

Employer : Department of Agriculture and Rural Development

Location : Johannesburg (Head Office)

Closing Date : 31-01-2025

Criteria Questions

- Do you have Grade 12 plus an appropriate Bachelor's degree (NQF level 7) /Honours degree (NQF level 8) in Supply Chain Management/ Finance or relevant qualification as recognised by SAQA?
- Do you have 3 years related contract management experience at supervisory level?
- Do you have a valid drivers' license?

Please Notes :

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Job Details

Department of Agriculture and Rural Development

ARTISAN: ELECTRICAL PRODUCTION GRADE A -C

- Reference Number : **refs/022115**
- Directorate : **Infrastructure Development**
- Number of Posts : **1**
- Package : **R230 898.00–R 256 263. 00 per annum (plus benefits) the offer is based on recognition of experience after a Trade test certificate. (Proof of recognized experience must be attached).**
- Enquiries : **Mr. Nkosikhona Masangane Tel No: (011) 240 3094**

Requirements :

An appropriate Trade Test Certificate. A valid driver's License.

Duties :

Administer safekeeping of relevant technical documentation. Undertake job assessments. Determine material requirements. Validate availability of tools & materials before commencing with maintenance works. Repair and maintain electrical parts, components, equipment and facilities according to relevant standards. Test repaired mechanical parts, components, equipment and /or facilities against specifications. Validate that job requisitions are signed off and handed back. Validate that areas where work has been carried out are left clean. File and maintain job records/register and follow up on outstanding work. Draw up and submit maintenance schedules. Record keeping of maintenance schedules. Undertake ad hoc and annual condition assessments. Collect information and data through inspections. Direct and implement technical condition assessment findings regarding our assets and other infrastructure projects and make recommendations to users on areas that should receive specific attention. Make inputs to specifications. Provide inputs to the Operational Plan. Apply code of conduct.

Notes :

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Manage project implementation of projects that are not allocated to an Implementing Agent [IA]. Review and sign-off on the Infrastructure Programme Implementation Plan [IPIP] as prepared by the Implementing Agent [IA]. Review and sign-off on the Project Execution Plans Versions 2 – 7 prepared by the Implementing Agent [IA]. Review and recommend Variation Orders in terms of contract management practice and financial implications. Recommend authorisation of payments in line with the conditions of the appointments, contract management practices and within financial delegations. Develop and Approve Project Stage reports & designs, in accordance with strategic decision-making points as defined in the Provincial Infrastructure Delivery Framework. [IDMS]. Manage the updating of project/programme documentation and information and submit all built environment documentation and the financial documents to the Assistant Director Finance. Manage the interface between the end-user/community structures and Implementing Agent [IA]. Prepare and submit progress reports [financial and non-financial indicators]. Coordinate and participate in project commissioning, including site visits. Review the Maintenance Plans and budgets on completion of projects. Collect and update systems [if applicable] in terms of Technical Condition Assessments. Orientate users in terms of the optimal usage of Facilities. Review infrastructure projects and programmes in line with the built environment norms, standards and legislative requirements. Manage and participate in Post Project and Post Occupancy Evaluation exercises. Determine functional and technical norms and standards that should be updated from a quantity surveyors' perspective. Participate in the continuous improvement of best practices, standardised processes and procedures, software applications and tools. Monitor that infrastructure projects are planned within available funds. Monitor application of costs norms. Monitor expenditure on infrastructure projects within budgets. Control cost and scope variances on infrastructure projects. Provide credible information for updating of the project management system and the Infrastructure Reporting Model. Study professional journals and publications to stay abreast of new developments. Monitor and study the sector, legal frameworks, standards changes and policy frameworks. Engage in relevant continuous professional development activities [tools and techniques] as prescribed and/or required. Interact with relevant Professional Bodies/Councils. Maintain discipline. Manage performance and development of employees. Undertake human resources and other related administrative functions. Establish and maintain effective and efficient communication arrangements. Plan and allocate work. Develop and implement processes to promote control of work. Implement quality control of work delivered by employees.

Notes :

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Job Details

Department of Agriculture and Rural Development

CONTROL ENGINEERING TECHNOLOGIST CIVIL (OSD POST)

- Reference Number : **Refs/022114**
- Directorate : **INFRASTRUCTURE DEVELOPMENT**
- Number of Posts : **1**
- Package : **R 873.840.00 – R1 564 839.00 per annum all-inclusive package**
- Enquiries : **Ms. Gugu Nevondo, Tel: 011 240 3090**

Requirements :

Grade 12 plus Bachelors Degree (NQF Level 7) in Engineering Technology – Civil or relevant qualification and Construction Project Management will be an added advantage. Compulsory registration with Engineering Council of South Africa as a Engineering Technologist (ECSA). Six years' post qualification experience. Valid driver's license. COMPETENCIES: Computer literacy, Knowledge of the following: Programme and Construction Project Management. Standard for Infrastructure Procurement and Delivery Management of National Treasury. Quantity Survey operational communication. Research and development. Computer-aided engineering applications. Design and Technical consulting. Professional judgment. Strategic capability and leadership; Problem solving and analysis. Team leadership. Communication (written and verbal).

Duties :

Determine engineering functional and technical norms and standards in line with nationally prescribed norms and standards. Design and apply engineering norms and standards in terms of all projects. Validate that infrastructure projects implemented by Implementing Agent[s] comply with approved functional and technical norms and standards including compliance to legal, safety and health requirements. Ensure that the planning, concept, design, procurement and execution of any immovable assets is build according to the desired standards of the Built Environment and managing the risk of the safety of human beings. Develop policies, procedures and criteria for infrastructure projects from an engineering perspective. Undertake extensive analyses from an engineering perspective to inform strategies related to the architectural services to directly support and realise the goals of the Department. Develop Project Initiation Reports, Strategic Briefs, Concept & Viability Reports or sign of in the case of outsourced services. Design and provide engineering inputs to all As Built Plans 4. Provide engineering inputs to the Infrastructure Asset Management Plan (I-AMP). Make technical inputs to the finalisation of the project list. Assist with Technical Condition Assessments from engineering perspective. Provide engineering inputs to prepare the Infrastructure Programme Management Plan (IPMP). Provide engineering inputs to prepare the End of the Year Report (EOY).

Monitor the implementation of Programmes and Projects by the Implementing Agent [IA] and the adherence to the Service Delivery Agreement. Manage project implementation of projects that are not allocated to an Implementing Agent. Review and sign-off on the Infrastructure Programme Implementation Plan [IPIP] as prepared by the Implementing Agent Coordinate and participate in project commissioning, including site visits. Review the Maintenance Plans and budgets on completion of projects. Collect and update systems [if applicable] in terms of Technical Condition Assessments. Orientate users in terms of the optimal usage of Facilities. Monitor that infrastructure projects are planned within available funds. Monitor application of costs norms. Monitor expenditure on infrastructure projects within budgets. Control cost and scope variances on infrastructure projects. Provide credible information for updating of the project management system and the Infrastructure Reporting Model. Study professional journals and publications to stay abreast of new developments. Monitor and study the sector, legal frameworks, standards changes and policy frameworks. Engage in relevant continuous professional development activities [tools and techniques] as prescribed and/or required. Interact with relevant Professional Bodies/Councils. Maintain discipline. Manage performance and development of employees. Undertake human resources and other related administrative functions. Establish and maintain effective and efficient communication arrangements. Plan and allocate work to maintenance teams. Skill transfer to lower-level staff and peers within the directorate. Develop and implement processes to promote control of work. Implement quality control of work delivered by employees.

Notes :

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Employer : Department of Agriculture and Rural Development

Location : Johannesburg (Head Office)

Closing Date : 31-01-2025

Criteria Questions

Do you have Matric/ Grade 12 plus a Bachelor's Degree (NQF level 7) in Engineering Technology – Civil or relevant qualification?

Are you a registered with Engineering Council of South Africa (ECSA). as an Engineering Technologist with six years post qualification experience?

Do you have a valid driver's license?

Please Notes :

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Job Details

Department of Agriculture and Rural Development

CHIEF QUANTITY SURVEYOR (OSD) POST

- Reference Number : **Refs/022113**
- Directorate : **INFRASTRUCTURE DEVELOPMENT**
- Number of Posts : **1**
- Package : **R 1 042 170.00- R1 922 097.00 per annum all-inclusive package**
- Enquiries : **Ms. Gugu Nevondo, Tel: 011 240 3090**

Requirements :

Grade 12 plus bachelor's degree (NQF level 7) in Quantity Survey. Compulsory registration with South African Council of Quantity Surveying Professionals (SACQSP) as a professional Quantity Surveyor. Six years' quantity survey post qualification experience. Valid driver's license. COMPETENCIES: Computer literacy, Knowledge of the following: Programme and Project Management. Quantity Survey , legal and operational compliance. Quantity Survey operational communication. Research and development. Computer-aided engineering applications. Technical consulting. Professional judgment. Strategic capability and leadership; Problem solving and analysis. Team leadership. Communication (written and verbal).

Duties :

Determine the costs functional and technical norms and standards in line with nationally prescribed norms and standards. Apply cost norms and standards in terms of all projects. Validate that infrastructure projects implemented by Implementing Agent[s] comply with approved cost norms. Update cost norms and standards based on learning generated through post project evaluations and post occupancy evaluations. Develop policies, procedures and criteria for infrastructure projects from a quantity surveyor perspective. Undertake extensive analyses from a quantity surveyor perspective to inform strategies related to the quantity surveyor services to directly support and realise the goals of the Department. Make inputs to and initiate Project Initiation Reports, Strategic Briefs, Concept & Viability Reports or sign of in the case of outsourced services. Provide a quantity surveyor inputs to the End of the Year Evaluation and preparation of the End of Year Evaluation Report. Provide a quantity surveyor inputs to the User Asset Management Plan. Make technical inputs to the finalisation of the project list. Assist with Technical Condition Assessments from a quantity surveyor perspective. Develop Business Cases for projects. Determine document management system requirements from a quantity surveyor perspective. Provide quantity surveyor inputs to prepare the Infrastructure Programme Management Plan. Monitor the implementation of Programmes and Projects by the Implementing Agent [IA] and the adherence to the Service Delivery Agreement.

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Employer : Department of Agriculture and Rural Development

Location : Johannesburg

Closing Date : 31-01-2025

Please Notes :

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Employer : Department of Agriculture and Rural Development

Location : Johannesburg (Head Office)

Closing Date : 31-01-2025

Criteria Questions

Do you have Matric/ Grade 12 plus a Bachelor's Degree (NQF level 7) in Quantity?

Are you a registered with South African Council of Quantity Surveying Professionals (SACQSP) as a professional Quantity Surveyor. Six years' quantity survey post qualification experience?

Do you have a valid driver's license?

Please Notes :

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Job Details

Department of Agriculture and Rural Development

ASSISTANT DIRECTOR- CONTRACT MANAGEMENT

- Reference Number : **REFS/022107**
- Directorate : **Supply Chain Management**
- Number of Posts : **1**
- Package : **R444 036.00 per annum (plus benefit)**
- Enquiries : **Mr. Rassy Rasemetse, 011 240 3083**

Requirements :

Grade 12 plus an appropriate Bachelor's degree (NQF level 7) in Supply Chain Management/ Finance or relevant qualification as recognised by SAQA. 3 years' relevant experience in contract management. Valid driver's license. COMPETENCIES: Good Financial Management skills, Computer literacy; In-depth knowledge of Public Service Regulatory Framework, In-depth knowledge of Division of Revenue Act, PFMA, Treasury Regulations, and Supply Chain Management Framework, Good communication (written and verbal) skills, Good interpersonal skills, Planning and organising skills, Problem solving and conflict management, Service delivery innovation, good report writing.

Duties :

Supervise monitor, analyse and determine actions to ensure proper contract administration. Administer variations to the contracts. Evaluate applications for price adjustments and invoke penalty clauses. Evaluate applications for variations, amendments and cancelations and develop proposals for approval. Undertake dispute resolution and ensure that all documentation is prepared and available to resolve disputes. Maintain proper relationship with suppliers within the code of ethics to ensure deliver off goods/services. Supervise, monitor contract compliance by determining whether product/services are delivered at the right time, of the right quantity, right products, right place, right conditions, right quality and right price according to the contract Supervise and monitor supplier performance according to the contract and service level agreements.

Notes :

Please note: To apply for the above position, please apply online at <http://professionaljobcentre.gpg.gov.za/> or Hand Deliver at Ground floor, Main entrance 56 Eloff Street, Umnotho House Johannesburg. The application must include only completed and signed new Z83 Form, obtainable from any Public Service Department or on the DPSA web site link: <https://www.dpsa.gov.za/newsroom/psvc/> and a detailed Curriculum Vitae. application on OLD Z83 will not be considered. Certified copies of Identity Document, Grade 12 Certificate and the highest required qualifications as well as a driver's licence where necessary, will only be submitted by

evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation report. The Department's intention is to promote retrospectivity (Race, Gender, and Disability) in the Public Service through the filling of this post. Preference will be given to Females, Youth and people with disability in accordance with the departmental employment equity Plan. The Department reserves the right not to appoint. Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, please submit separate applications for each post that you apply for. Due to the large number of applications we envisage to receive, applications will not be acknowledged. The department does not accept applications via email or fax. correspondence will be limited to shortlisted candidates only. Applicants must declare any pending criminal, disciplinary or any other allegations or investigations against them. Should this be uncovered during / after the interview took place, the application will not be considered and in the unlikely event that the person has been appointed such appointment will be terminated. The successful candidate will be appointed subject to positive results of the security clearance process. The successful candidate will be required to enter into an employment contract and sign a performance agreement with the Department. 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 reorganization of posts, the Department reserves the right to cancel the recruitment process and re-advertise the post at any time in the future. NB: For assistance with online applications, visit the following centres: 78 Fox Street, Marshalltown or Maponya Mall at Thuso House next to Home Affairs. It is the Department's intention to promote retrospectivity (Race, Gender and Disability) in the Public Service through the filling of this post. It is the Department's intention to promote equity through the filling of all numeric targets as contained in the Employment Equity Plan. To facilitate this process successfully, an indication of Race, Gender and Disability status is required. Female candidates are encouraged to apply in promotion of the Department's Employment Equity and Disability targets. If you do not receive any response from us within 3 months, please accept your application was unsuccessful.

Employer : Department of Agriculture and Rural Development

Location : Johannesburg

Closing Date : 31-01-2025

Criteria Questions

Do you have an appropriate Trade Test Certificate?

Do you have a Valid Driver's License?

Do you have a Knowledge of Public Service Regulations, Occupational Health and Safety Act of 1993 and other relevant Legislations?

Please Notes :

Due to the large number of applications we envisage receiving, applications will not be acknowledged. If you do not receive any response within 3 months, please accept that your application was not successful.

APPLY NOW!

Find us

Address

75 Fox Street, Mashalltown
Johannesburg
2000

Call us

Phone

080 022 8827

Email

support@gauteng.gov.za

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Job Details

Department of Agriculture and Rural Development

DEPUTY DIRECTOR- SUPPLY CHAIN MANAGEMENT (DEMAND AND ACQUISITION)

- Reference Number : **REFS/022105**
- Directorate : **Supply Chain Management**
- Number of Posts : **1**
- Package : **R849 702.00 per annum all-inclusive package which can be structured according to an individual needs**
- Enquiries : **Ms. Gugu Nevondo, 011 240 3090**

Requirements :

Matric plus a relevant Advanced Diploma (NQF Level 7)/ Bachelor's degree (NQF Level 7 in Public Administration Management/Supply Chain Management, Logistics Management and relevant qualification as recognised by SAQA. 5 years relevant experience in Supply Chain Management of which 3 years must be at Junior Management (Assistant Director level). Valid driver's license. Competencies: COMPETENCIES: Good Financial Management skills, Computer literacy; In-depth knowledge of Public Service Regulatory Framework, In-depth knowledge of Division of Revenue Act, PFMA, Treasury Regulations, and Supply Chain Management Framework, Good communication (written and verbal) skills, Good interpersonal skills, Planning and organising skills, Problem solving and conflict management, Service delivery innovation, good report writing.

Duties :

Manage the functional operation of the Sub directorate: Supply Chain Demand Management. Design and develop demand management policies processes and procedures. Perform strategic and annual supply chain demand management planning. Monitor and review the demand management activities. Develop and obtain approval for the procurement management plan. Determine whether specifications should contain any special conditions. Compile tender/quotation specifications as required. Determine whether specification for the relevant commodity exists, if not oversee the collection and collect information and compile specification/terms of reference. Inform guide and advice departmental employees on demand management matters to promote correct implementation and sound demand management practices. Compile and publish request for proposals where required. Manage the Sub Directorate: Supply Chain Demand Management and undertake all administrative functions required about financial and HR administration. Maintenance of discipline. Management of performance and development. Undertake Human Resource and other related administrative functions. Establish implement and maintain efficient and effective

installation of services. Monitor and study the departmental or sector, legal frameworks, standards changes and policy frameworks. Engage in relevant continuous professional development activities [tools and techniques] as prescribed and/or required. Update the Infrastructure comprehensive planning framework of Department in terms of research findings, new technology and changes in the institutional environment. Interact with relevant Professional Bodies/Councils.

Notes :

<http://professionaljobcentre.gpg.gov.za/> or Hand Deliver at Ground floor, Main entrance 56 Eloff Street, Umnotho House Johannesburg. The application must include only completed and signed new Z83 Form, obtainable from any Public Service Department or on the DPSA web site link: <https://www.dpsa.gov.za/newsroom/psvc/> and a detailed Curriculum Vitae. application on OLD Z83 will not be considered. Certified copies of Identity Document, Grade 12 Certificate and the highest required qualifications as well as a driver's licence where necessary, will only be submitted by shortlisted candidates to Human Resources on or before the day of the interview date. Failure to do so will result in your application being disqualify. Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation report. The Department's intention is to promote retrospectivity (Race, Gender, and Disability) in the Public Service through the filling of this post. Preference will be given to Females, Youth and people with disability in accordance with the departmental employment equity Plan. The Department reserves the right not to appoint. Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, please submit separate applications for each post that you apply for. Due to the large number of applications we envisage to receive, applications will not be acknowledged. The department does not accept applications via email or fax. correspondence will be limited to shortlisted candidates only. Applicants must declare any pending criminal, disciplinary or any other allegations or investigations against them. Should this be uncovered during / after the interview took place, the application will not be considered and in the unlikely event that the person has been appointed such appointment will be terminated. The successful candidate will be appointed subject to positive results of the security clearance process. The successful candidate will be required to enter into an employment contract and sign a performance agreement with the Department. 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 reorganization of posts, the Department reserves the right to cancel the recruitment process and re-advertise the post at any time in the future. NB: For assistance with online applications, visit the following centres: 78 Fox Street, Marshalltown or Maponya Mall at Thuso House next to Home Affairs. It is the Department's intention to promote retrospectivity (Race, Gender and Disability) in the Public Service through the filling of this post. It is the Department's intention to promote equity through the filling of all numeric targets as contained in the Employment Equity Plan. To facilitate this process successfully, an indication of Race, Gender and Disability status is required. Female candidates are encouraged to apply in promotion of the Department's Employment Equity and Disability targets. If you do not receive any response from us within 3 months, please accept your application was unsuccessful.

Employer : Department of Agriculture and Rural Development

Location : Johannesburg (Head Office)

Closing Date : 31-01-2025

Do you have a relevant Advanced Diploma (NQF Level 7)/ Bachelor's degree (NQF Level 7 in Public Administration Management/Supply Chain Management / Logistics Management or relevant qualification as recognised by SAQA?

Do you have 5 years relevant experience in Supply Chain Management of which 3 years must be an Assistant Director level?

Do you have a valid driver's license?

Please Notes :

Due to the large number of applications we envisage receiving, applications will not be acknowledged. If you do not receive any response within 3 months, please accept that your application was not successful.

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