



agriculture, environmental affairs, rural development and land reform

Department:
agriculture, environmental affairs,
rural development and land reform .
NORTHERN CAPE PROVINCE
REPUBLIC OF SOUTH AFRICA

APPLICATIONS

: All applications can be courier to the following address or hand delivered to:
Recruitment and Selection unit: 162 George Street, Kimberley, 8301 or email to:
pntshangana@ncpg.gov.za; bdithebe@ncpg.gov.za; rkqukutli@ncpg.gov.za;
gvanvuuren@ncpg.gov.za

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: 0536310074

KURUMAN

6236 Kgost Mothibi Street, Mothibistad, KURUMAN, 8460, Tel: 0537121062

SPRINGBOK

2 Hospital Street, Springbok, 8240, Tel: 0277121315

UPINGTON

Louisval Weg Die Eiland Navorsing Stasie, Upington, 8800, Tel: 0543378700

FOR ATTENTION:

Mrs. L. Phayane, Manager: Human Resources. Tel nr: 0876300387, ext 134,186,185

CLOSING DATE:

4 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. 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, 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.





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NORTHERN CAPE PROVINCE
REPUBLIC OF SOUTH AFRICA

DIRECTORATE : FINANCIAL MANAGEMENT

POST : DEPUTY DIRECTOR: FINANCIAL MANAGEMENT

CENTRE : KIMBERLEY

REF NUMBER : DAERL/01/23

REMUNERATION : R811 560.00 PER ANNUM (LEVEL 11)

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

TEL NO : 087 630 0387





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DIRECTORATE : **FINANCIAL MANAGEMENT**

POST : **ASSISTANT DIRECTOR: BUDGET OFFICE**

CENTRE : **KIMBERLEY**

REF NUMBER : **DAERL/02/23**

REMUNERATION : **R424 104.00 PER ANNUM (LEVEL 9)**

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 licence; 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**

TEL NO : **087 630 0387**





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DIRECTORATE : **HUMAN RESOURCE MANAGEMENT**

POST : **SECRETARY TO DIRECTOR**

CENTRE : **KIMBERLEY**

REF NUMBER : **DAERL/04/23**

REMUNERATION : **R202 233.00 PER ANNUM (LEVEL 5)**

REQUIREMENTS :

A Senior Certificate with at least 2 years' experience working as a secretary; Knowledge of procedures and process applied in office management; must be computer literate (Ms Word, power point, excel, Ms Outlook and the use of internet), Communication skills (verbal and written) and the ability to communicate well with persons at different levels and from different backgrounds; Ability to perform under pressure. General office administration, document and file management. Willingness to occasionally work after hours when required. Ability to organize/prioritise tasks and effectively manage time. Knowledge of departmental policies and procedures

DUTIES :

Render a secretarial/ receptionist support service to the Senior Manager; Receive and screen telephone calls for the Senior Manager; Manage the diary of the Senior Manager and prioritize appointments if necessary; Plan, organize, coordinate and manage documentation flow in the office of the Senior Manager; Perform advanced typing work; Operate and ensure that office equipment, e.g. fax machine and photocopier are in a good working order; Ensure that guests are received in such a way as to enhance the professional image of the Office. Provide logistical support to the Senior Manager and/ or the component (travel, accommodation and processing of claims); Arrange meetings, workshops and events for the Senior Manager and other staff in the Unit, identify venues, invite role players, organize refreshments and ensure that all relevant documentation is available; Prepare agendas and record minutes of meetings of the manager and the Unit; Draft letters, memorandums and compile reports. Do filing of documents; Administer leave registers; Collect and/or co-ordinate information for the Senior Manager, as required, Peruse agendas and meeting documents to identify relevant documentation that need to be available to the manager for the meeting. Remain up to date with regard to the applicable prescripts/ policies and procedures applicable to his/ her work terrain to ensure efficient and effective support to the manager.

ENQUIRIES : **MS. KJ. MOREMI**

TEL NO : **087 630 0387**





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NORTHERN CAPE PROVINCE
REPUBLIC OF SOUTH AFRICA

DIRECTORATE : SUSTAINABLE RESOURCE MANAGEMENT

POST : SECRETARY TO THE DIRECTOR

CENTRE : KIMBERLEY

REF NUMBER : DAERL/05/23

REMUNERATION : R202 233.00 PER ANNUM (LEVEL 5)

REQUIREMENTS :

A Senior Certificate with at least 2 years' experience working as a secretary; Knowledge of procedures and process applied in office management; must be computer literate (Ms Word, power point, excel, Ms Outlook and the use of internet), Communication skills (verbal and written) and the ability to communicate well with persons at different levels and from different backgrounds; Ability to perform under pressure. General office administration, document and file management. Willingness to occasionally work after hours when required. Ability to organize/prioritise tasks and effectively manage time. Knowledge of departmental policies and procedures

DUTIES :

Render a secretarial/ receptionist support service to the Senior Manager; Receive and screen telephone calls for the Senior Manager; Manage the diary of the Senior Manager and prioritize appointments if necessary; Plan, organize, coordinate and manage documentation flow in the office of the Senior Manager; Perform advanced typing work; Operate and ensure that office equipment, e.g. fax machine and photocopier are in a good working order; Ensure that guests are received in such a way as to enhance the professional image of the Office. Provide logistical support to the Senior Manager and/ or the component (travel, accommodation and processing of claims); Arrange meetings, workshops and events for the Senior Manager and other staff in the Unit, identify venues, invite role players, organize refreshments and ensure that all relevant documentation is available; Prepare agendas and record minutes of meetings of the manager and the Unit; Draft letters, memorandums and compile reports. Do filing of documents; Administer leave, S&T claims and asset register; Collect and/or co-ordinate information for the Senior Manager, as required, Peruse agendas and meeting documents to identify relevant documentation that need to be available to the manager for the meeting. Remain up to date with regard to the applicable prescripts/ policies and procedures applicable to his/ her work terrain to ensure efficient and effective support to the manager.

ENQUIRIES : MR. WJJ. DE BRUYN

TEL NO : 087 630 0387





agriculture, environmental affairs, rural development and land reform

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agriculture, environmental affairs,
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NORTHERN CAPE PROVINCE
REPUBLIC OF SOUTH AFRICA

DIRECTORATE : AGRICULTURAL PRODUCER SUPPORT AND DEVELOPMENT

POST : SECRETARY TO THE DIRECTOR

CENTRE : KIMBERLEY

REF NUMBER : DAERL/06/23

REMUNERATION : R202 233.00 PER ANNUM (LEVEL 5)

REQUIREMENTS :

A Senior Certificate with at least 2 years' experience working as a secretary; Knowledge of procedures and process applied in office management; must be computer literate (Ms Word, power point, excel, Ms Outlook and the use of internet), Communication skills (verbal and written) and the ability to communicate well with persons at different levels and from different backgrounds; Ability to perform under pressure. General office administration, document and file management. Willingness to occasionally work after hours when required. Ability to organize/prioritise tasks and effectively manage time. Knowledge of departmental policies and procedures

DUTIES :

Render a secretarial/ receptionist support service to the Senior Manager; Receive and screen telephone calls for the Senior Manager; Manage the diary of the Senior Manager and prioritize appointments if necessary; Plan, organize, coordinate and manage documentation flow in the office of the Senior Manager; Perform advanced typing work; Operate and ensure that office equipment, e.g. fax machine and photocopier are in a good working order; Ensure that guests are received in such a way as to enhance the professional image of the Office. Provide logistical support to the Senior Manager and/ or the component (travel, accommodation and processing of claims); Arrange meetings, workshops and events for the Senior Manager and other staff in the Unit, identify venues, invite role players, organize refreshments and ensure that all relevant documentation is available; Prepare agendas and record minutes of meetings of the manager and the Unit; Draft letters, memorandums and compile reports. Do filing of documents; Administer leave registers; Collect and/or co-ordinate information for the Senior Manager, as required, Peruse agendas and meeting documents to identify relevant documentation that need to be available to the manager for the meeting. Remain up to date with regard to the applicable prescripts/ policies and procedures applicable to his/ her work terrain to ensure efficient and effective support to the manager.

ENQUIRIES : MS. L. SENOSI

TEL NO : 087 630 0387





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NORTHERN CAPE PROVINCE
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DIRECTORATE : AGRICULTURAL PRODUCER SUPPORT AND DEVELOPMENT

POST : CLEANER

CENTRE : DE AAR

REF NUMBER : DAERL/07/23

REMUNERATION : R147 036.00 PER ANNUM (LEVEL 3)

REQUIREMENTS :

Applicants must be self-motivated and well organized individual and no formal qualifications are required. Literacy will be an added advantage in the filling of this post.

DUTIES :

The successful candidate will be responsible for the cleaning of offices, boardrooms and bathrooms. Additional tasks will include tea/coffee making and assisting with catering during official functions in conference facility.

ENQUIRIES : MS. N. MOKGALAGADI

TEL NO : 087 630 0387





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agriculture, environmental affairs,
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NORTHERN CAPE PROVINCE
REPUBLIC OF SOUTH AFRICA

DIRECTORATE : AGRICULTURAL PRODUCER SUPPORT AND DEVELOPMENT

POST : CLEANER

CENTRE : UPINGTON

REF NUMBER : DAERL/08/23

REMUNERATION : R147 036.00 PER ANNUM (LEVEL 3)

REQUIREMENTS :

Applicants must be self-motivated and well organized individual and no formal qualifications are required. Literacy will be an added advantage in the filling of this post.

DUTIES :

The successful candidate will be responsible for the cleaning of offices, boardrooms and bathrooms. Additional tasks will include tea/coffee making and assisting with catering during official functions in conference facility.

ENQUIRIES : MR. C. SMIT

TEL NO : 087 630 0387





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agriculture, environmental affairs,
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NORTHERN CAPE PROVINCE
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DIRECTORATE : **SUSTAINABLE RESOURCE MANAGEMENT**

POST : **ADMIN CLERK**

CENTRE : **CALVINIA**

REF NUMBER : **DAERL/09/23**

REMUNERATION : **R202 233.00 PER ANNUM (LEVEL 5)**

REQUIREMENTS :

Possession of a Grade 12 certificate with a minimum of 2 years appropriate experience in administration as an added advantage. Knowledge of Ms Word, Excel and PowerPoint. Office management skills (document tracking, filing, retrieval processing and typing), Good communication skills both verbal and written, interpersonal relationship skills and sound organizational skills. Attention to details and good telephone etiquette. Maintaining confidentiality and provide services and products of professional quality information and act with tact and discretion. Willing to work irregular hours. A valid driver's license would be an added advantage

DUTIES :

Compile a compliance register. Compile an outcome 12 performance on sustainable resource management issues. Compile a register on service delivery template including challenges and highlights per sub unit. The candidate will be responsible for stationary of the directorate is responsible for SLD traveling and accommodation. Responsible for district meetings, capturing minutes, writing submissions and district office asset controller. All enquiries and information request be directed to the person. Monthly update to the manager. Administration and supervision of LandCare, soil conservation and disasters in district and assist in all districts with an absent admin clerk for previous mention SRM functions.

ENQUIRIES : **MR. WJJ. DE BRUYN**

TEL NO : **087 630 0387**





agriculture, environmental affairs, rural development and land reform

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NORTHERN CAPE PROVINCE
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DIRECTORATE : **BIODIVERSITY MANAGEMENT**

POST : **BIODIVERSITY OFFICER PRODUCTION GRADE A**

CENTRE : **KURUMAN**

REF NUMBER : **DAERL/10/23**

REMUNERATION : **R310 767.00 PER ANNUM (LEVEL 7)**

REQUIREMENTS :

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**

TEL NO : **087 630 0387**





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NORTHERN CAPE PROVINCE
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DIRECTORATE : AGRICULTURAL PRODUCER SUPPORT AND DEVELOPMENT

POST : TRACTOR DRIVER

CENTRE : HENKRIES

REF NUMBER : DAERL/11/23

REMUNERATION : R171 537.00 PER ANNUM (LEVEL 4)

REQUIREMENTS :

Applicants must be in possession of an Abet level 4 with approx. 5 years' experience, in good physical health, and of sober habits. Applicants must be reliable, honest and have an eye for detail. Applicants must be able to do physical work, be prepared to work after hours as well as perform weekend duties. Basic knowledge of and experience in farm work (crop production) and irrigation equipment is a requirement. Applicant must have a valid unendorsed driver's license, have proof of and experience in driving and managing tractors and equipment.

DUTIES :

Support services as part of the on-farm project requirements with respect to the cultivation of different crop, operate tractors with various implements such as ploughs, rippers, planters, and crop sprayers etc. for various general farming activities. Driving of vehicles including which could include the transport of animals, equipment collect and deliver Lucerne, animal feed etc. Use of equipment for land cultivation, planting, tilling, harvesting, transporting of goods from the field to storage facilities, application of pesticides, application of manure / fertilizer, irrigation and maintenance or equipment. Duties will also include firefighting, fencing activities, welding activities etc. General assistance with farm activities in respect of crop and animal production. Assist in general maintenance of tractors and farming equipment and ad hoc tasks.

ENQUIRIES : MR. D. ENGELBRECHT

TEL NO : 087 630 0387





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NORTHERN CAPE PROVINCE
REPUBLIC OF SOUTH AFRICA

DIRECTORATE : AGRICULTURAL PRODUCER SUPPORT AND DEVELOPMENT

POST : ADMIN CLERK

CENTRE : KURUMAN

REF NUMBER : DAERL/12/23

REMUNERATION : R202 233.00 PER ANNUM (LEVEL 5)

REQUIREMENTS :

Possession of a Grade 12 certificate plus a minimum of 2 years appropriate experience in administration. Knowledge of Ms Word, Excel and PowerPoint. Office management skills (document tracking, filing and retrieval processing), Good communication skills both verbal and written, interpersonal relationship skills and sound organizational skills. Attention to details and good telephone etiquette. Maintaining confidentiality and provide services and products of professional quality information and act with tact and discretion. Willing to work irregular hours.

DUTIES :

Compile a compliance register. Compile an outcome 12 performance on sustainable resource management issues. Compile a register on service delivery template including challenges and highlights per sub unit. The candidate will be responsible for stationary of the directorate is responsible for SLD traveling and accommodation. Responsible for unit meetings, capturing minutes. All enquiries and information request be directed to her. Manage Leave plan of directorate. Monthly update to the manager.

ENQUIRIES : MR. JC. KALAGOSI

TEL NO : 087 630 0387





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DIRECTORATE : **VETERINARY SERVICES**
POST : **ANIMAL HEALTH TECHNICIAN**
CENTRE : **SPRINGBOK**
REF NUMBER : **DAERL/13/23**
REMUNERATION : **R359 517.00 PER ANNUM (LEVEL 8)**

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.

ENQUIRIES : **DR. M. LETSIE**
TEL NO : **087 630 0387**





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DIRECTORATE : **VETERINARY SERVICES**
POST : **VETERINARY LABORATORY TECHNOLOGIST X3**
CENTRE : **KIMBERLEY**
REF NUMBER : **DAERL/14/23**
REMUNERATION : **R359 517.00 PER ANNUM (LEVEL 8)**

REQUIREMENTS :

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

DUTIES :

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.

ENQUIRIES : **DR. M. LETSIE**

TEL NO : **087 630 0387**





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REPUBLIC OF SOUTH AFRICA

DIRECTORATE : **VETERINARY SERVICES**
POST : **STATE VETERINARY**
CENTRE : **UPINGTON**
REF NUMBER : **DAERL/15/23**
REMUNERATION : **R811 560.00 PER ANNUM (LEVEL 11)**

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**

TEL NO : **087 630 0387**





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NORTHERN CAPE PROVINCE
REPUBLIC OF SOUTH AFRICA

DIRECTORATE : **RESEARCH AND DEVELOPMENT**

POST : **FARM AID X2**

CENTRE : **KARAKUL (UPINGTON) AND KOOPMANSFONTEIN**

REF NUMBER : **DAERL/16/23**

REMUNERATION : **R147 036.00 PER ANNUM (LEVEL 3)**

REQUIREMENTS :

Applicants must have grade 9 or Abet level 4, in good physical health and of sober habits. Applicants must be reliable, honest and have an eye for detail. Applicants must be able to do physical work (e.g. handling of animals) be prepared to work after hours as well as perform weekend duties. Basic knowledge of and experience in farm work (animal production) and mechanical equipment is a requirement. Applicant must be able to handle and ride a horse as well as have of an unendorsed valid driver's license.

DUTIES :

The successful candidate will be responsible for mostly outdoor tasks in support of the research projects and general maintenance on the Research Stations (farm). Duties will include the following: Assist the researchers and technicians with various tasks/ Collecting of data (weighing of animals / execute given tasks effectively within a reasonable time /handle equipment and animals according to instructions/care for sick or injured animals /assist with firefighting/ report problems to relevant supervisor/ General farm work associated with livestock/ water reticulation to animals /service and cleaning of equipment/ report broken/out of order equipment / acquire various skills necessary for specific tasks.

ENQUIRIES : **MS. R. BURGESS**

TEL NO: **087 630 0303**





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REPUBLIC OF SOUTH AFRICA

DIRECTORATE : **VETERINARY SERVICES**
POST : **CLEANER**
CENTRE : **SEODING KURUMAN**
REF NUMBER : **DAERL/17/23**
REMUNERATION : **R147 036.00 PER ANNUM (LEVEL 3)**

REQUIREMENTS :

Applicants must be self-motivated and well-organized individual, and no formal qualifications are required. Literacy will be an added advantage in the filling of this post.

DUTIES :

Collection/posting/package preparation of blood samples. Reporting of shortages of cleaning material stock. Cleaning operating facility after Post-mortems and operations. Maintain the cleaning of offices and Clinic (wall, floors, windows etc. Maintain outside premises, surrounding areas & gardening.

ENQUIRIES : **DR. M. LETSIE**

TEL NO : **087 630 0387**





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DIRECTORATE : **AGRICULTURAL ECONOMICS SERVICE SA**

POST : **AGRICULTURAL ECONOMIST**

CENTRE : **UPINGTON**

REF NUMBER : **DAERL/18/23**

REMUNERATION : **R359 517.00 PER ANNUM (LEVEL 8)**

REQUIREMENTS :

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.

DUTIES :

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.

ENQUIRIES : **MR. DS. KEKANA**

TEL NO : **083 376 7265**





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NORTHERN CAPE PROVINCE
REPUBLIC OF SOUTH AFRICA

DIRECTORATE : **ENVIRONMENTAL QUALITY MANAGEMENT**

POST : **ENVIRONMENTAL OFFICER GRADE A: POLLUTION AND WASTE MANAGEMENT**

CENTRE : **DE AAR**

REF NUMBER : **DAERL/19/23**

REMUNERATION : **R310 767.00 PER ANNUM (LEVEL 7)**

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 DINEO KGOSI**

TEL NO : **053 807 7443**





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NORTHERN CAPE PROVINCE
REPUBLIC OF SOUTH AFRICA

DIRECTORATE : **ENVIRONMENTAL QUALITY MANAGEMENT**

POST : **ENVIRONMENTAL OFFICER PRODUCTION GRADE A: AIR QUALITY**

CENTRE : **KURUMAN**

REF NUMBER : **DAERL/20/23**

REMUNERATION : **R310 767.00 PER ANNUM (LEVEL 7)**

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. KHAKHANE**

TEL NO : **053 807 7497**

