



LIMPOPO
PROVINCIAL GOVERNMENT
REPUBLIC OF SOUTH AFRICA

**DEPARTMENT OF
AGRICULTURE AND RURAL DEVELOPMENT**

Reference : S4/1
To : ALL HEADS OF DEPARTMENTS
Subject : ADVERTISEMENT OF EPWP CONTRACT POSTS

LIMPOPO PROVINCIAL GOVERNMENT: DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT CIRCULAR NO. 18 OF 2023.

Limpopo Department of Agriculture and Rural Development is an equal opportunity, affirmative action employer with clear employment equity targets. Applications are hereby invited from suitably qualified applicants/candidates for the filling of the fixed term contract posts of Cleaner: EPWP for the period of 06 months. Women, Youth and people with disabilities aged 18 to 35 from the targeted groups are encouraged to apply.

APPLICATIONS : Applicants must quote the relevant reference number and centre on the application and forward to the below address;

Head Office; Madzivhandila College; Tompi Seleka College; Mara Research Station and Towoomba Research Station: The Head of Department, Limpopo Agriculture and Rural Development, Private Bag X9487, Polokwane 0700 or hand delivered to: Temo Towers, 67/69 Biccard Street, Polokwane, 0699.

Sekhukhune District: The Director: Sekhukhune District, Department of Agriculture and Rural Development, Private Bag X01, Chuenespoort, 0745 or hand delivered to: Block 27 Next to Traffic Government offices.

Waterberg District: The Director Waterberg: District, Department of Agriculture and Rural Development, Private Bag X1048, Modimolle, 0510 or hand delivered to: NTK Building, Modimolle, 0510.

Vhembe District: The Director: Vhembe District, Department of Agriculture and Rural Development, Makwarela Government Offices; Private Bag X2247, Sibasa, 0970.

Capricorn District: The Director: Capricorn District, Department of Agriculture and Rural Development, Private Bag X28, Chuenespoort, 0745 or hand delivered to: Block 28 Next to Traffic Government offices.

Mopani District: The Director: Mopani District, Department of Agriculture and Rural Development, Old Parliamentary Building; Private Bag X577, Giyani 0826.

**LIMPOPO PROVINCIAL GOVERNMENT: DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT
CIRCULAR NO. 18 OF 2023.**

NOTE

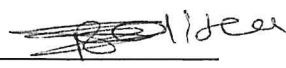
Applications should be submitted on the prescribed 2021 Z83 form obtainable from all Government Departments or can be downloaded from www.gov.za. Applicants must utilize the most recent Z83 application for employment form as issued by the Minister for the Public Service and Administration in line with Regulation 10 of the Public Service Regulation, 2016, as amended, failure to do so will result in disqualification. The z83 form must be fully completed, duly signed, dated and initialed by the applicant. The following must be considered in relation to completion of the new z83 form by the applicants: All the fields in Part A, Part C and Part D should be completed. In Part B, all fields must be completed in full except the following; South African applicants need not provide passport numbers, If an applicant responds "no" to the question "Are you conducting business with the State or are you a Director of a Public or Private Company conducting business with the State?" then the answer to the next question "In the event that you are employed in the Public Service, will you immediately relinquish such business interests?" can be left blank or indicated as not applicable. A "not applicable" or blank response will be allowed on the question "if your profession or occupation requires official registration, provide date and particulars of registration", if you are not in possession of such registration. Noting there is limited space provided for Part E, F & G, applicants often indicate "refer to Curriculum Vitae (CV) or see attached", this is acceptable as long as the CV has been attached and provides the required information. If the information required is not provided in the CV, the applicant may be disqualified. It must be noted that a CV is an extension of the application of employment Z83, and applicants are accountable for the information that is provided therein. The question related to conditions that prevent re-appointment under Part F must be answered. The declaration should be completed and signed. The application must include only completed and signed Z83 form and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the date of the interview. The applicant may submit additional information separately where the space provided on z83 form is not sufficient. Applicants who apply for more than one position are requested to submit separate applications for each position they wish to apply for. Correspondence will be limited to short-listed candidates only due to the large number of applications we envisage to receive and if you have not heard from us within 90 days of the closing date, please accept that your application has been unsuccessful. However,

**LIMPOPO PROVINCIAL GOVERNMENT: DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT
CIRCULAR NO. 18 OF 2023.**

should there be any dissatisfaction, applicants are hereby advised to, within 90 days, request reasons from the Department for any administrative action which has adversely affected them in terms of section 5 (1)(2) of the Promotion of Administrative Justice Act 3 of 2000. By virtue of applying you are consenting that the department should subject you to personnel suitability checks e.g. the verification of educational qualifications, previous experience, citizenship, reference checks, financial check and security vetting. Candidates with foreign qualifications are advised to attach SAQA accreditation of their qualifications. Successful incumbents will be expected to sign a performance agreement within three months of the assumption of duty and be required to disclose their financial interest in accordance with the prescribed regulations. **Note:** Due to austerity measures, the department will not carry any related costs (transport, accommodation, and meals) for candidates attending interviews. The recruitment of candidates shall follow geographic targeting in line with the EPWP guidelines. Therefore, this implies that preference will be given only to candidates that are residing within the adjoining villages or within a ward of the place of employment. The Department reserves the right not to make any appointment to the programme.

Closing Date: The closing date for submission of applications is Friday the 26th of May 2023 at 16:00

Note: The full contents of the advertised posts will be posted on the following website: www.ldard.gov.za.


MAISELA RJ
HEAD OF DEPARTMENT

2023-05-12
DATE

**LIMPOPO PROVINCIAL GOVERNMENT: DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT
CIRCULAR NO. 18 OF 2023.**

Post Title	: Cleaners: EPWP (156 Posts) (06 Months Contract)
Stipend	: R 250 daily rate
Centre	: Head Office (15 posts) (Ref No. LDARD EPWP01/2023) Mara Research Station (5 posts) (Ref No. LDARD EPWP02/2023) Towoomba Research Station (5 posts) (Ref No. LDARD EPWP03/2023) Tomp Seleka College (10 posts) (Ref No. LDARD EPWP04/2023) Madzivhandila College (10 posts) (Ref No. LDARD EPWP05/2023)
	Capricorn District (20 posts) (Ref No. LDARD EPWP06/2023) District Office (2). Capricorn Northwestern: Seshego Office (3), Mashashane Office (2), Chloe (1), Eldorado (1), Bochum (1). Capricorn East: Sefene office 2, Mohodi office 1, Borkum office 1. Capricorn South: Lebowakgomo 2, Mankweng 2, Magatle 1, Makata 1
	Waterberg District (16 posts) (Ref No. LDARD EPWP07/2023) District Office (4), South Central Zone (3), East Zone (3), North Zone (3), West Zone (3)
	Sekhukhune District (20 posts) (Ref No. LDARD EPWP08/2023) District Office (5). Sekhukhune East: Praktiseer (1), Moroke (1), Schoonoord(1), Ngwaabe(1), Strydkraal (1). Sekhukhune West: Marblehall (1), Matlerekeng (1), Tsimanyane(1), Sempupuru(1), Groblersdal (1). Sekhukhune South Central: Nebo (2), Marishane (1), Ndebele (1), Masemola/ Wonderboom (1)
	Mopani District (25 posts) (Ref No. LDARD EPWP09/2023) District Office (3). Greater Giyani Local Agric Office: Giyani Service Centre (1), Mhlava Wellem (1), Nhlaneki Service Centre (1), Diagnostic Centre (1). Greater Tzaneen Local Agric Office: Tzaneen Service Centre (1), Berline Service Centre (2), Nwa Mitwa Service Centre (1), Lenyenye Service Centre (1), State Vet Office (1). Ba-Phalaborwa Local Agric Office: Lulekani Service Centre (2), Namakgale Service Centre (1), Gravelote Service Centre (1), Selwani Thusong (1), Hartebeest Nguni Cattle Project (1). Maruleng Local Agric Office: Maruleng Service Centre (1), Hoedspruit Service Centre (1). Greater Letaba Local Agric Office: Kgapane Service Centre (1), Bellevue Service Centre (1), Mokwakwaila Service Centre (1), Sekgosese Service Centre (1).
	Vhembe District (30 posts) (Ref No. LDARD EPWP10/2023) District Office – (9), Vhembe West Office (3), Dzanani Service Centre (2), Vuwani Service Centre (1), Vhembe Far North Office (2), Tshipise Service Centre (1), Nwanedi Service Centre (1), Vhembe Central Office (4), Thohoyandou Service Centre (3), Vhembe East- Malamulele Service Centre (2), Hlanganani Service Centre (01), Vuwani Service Centre (01).

**LIMPOPO PROVINCIAL GOVERNMENT: DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT
CIRCULAR NO. 18 OF 2023.**

REQUIREMENTS : Grade 10/AET level 4. Proven language of cleaning services. Any cleaning job specific training will be an advantage. In order to meet geographic targeting, applicants must live or resides close to the offices which they intend to apply for. Please attach proof of residence. In line with the EPWP Recruitment Guidelines, the department shall endeavour to meet the prevailing demographic target groups of Women, Youth and Persons with disabilities. Applicants must be categorised as poor, unemployed and form part of the targeted groups. The proposed age targets where the department must make strides are between 18-35 years.

KNOWLEDGE, COMPETENCIES AND SKILLS:

Knowledge of operating cleaning equipment. Good interpersonal skills. Ability to work under pressure. Teamwork. Client focus and responsiveness. Health and safety measures. Working procedures in respect of working environment.

DUTIES : Cleaning of offices, storerooms, corridors, elevators, and boardrooms. Dust and take out waste and providing water during meetings. Refill aqua cooler/s. Washing walls and windows. Packaging of files due for disposal. Cleaning equipment and machinery. Cleaning windows and all general kitchens. Scrubbing toilets and polishing office floors using mob trolley. Landscaping and gardening. Offloading of deliveries and packaging items in storerooms. Vacuum cleaning using vacuum machine. Cleaning of vacuum machine. Provide toilet papers in the toilets. Deep cleaning and sanitisation.

ENQUIRIES : **Head Office; Madzivhandila College; Tompi Seleka College; Mara Research Station and Tlokweng Research Station:** Mr Mabula NJ Tel No: (015) 294 3582, Ms Kgobe MA Tel No: (015) 294 3347, Ms. Mtswene PV Tel No: (015) 294 3395 & Ms. Mothapo RL Tel No: (015) 294 3235 during office hours.
Sekhukhune District: Ms. Laka MA Tel No: (015) 632 7000 or Ms. Mphahlele RS Tel No: (015) 632 7000 during office hours.
Waterberg District: Mr. Matjiu SK Tel No: (014) 717 4949 or (014) 717 2523 during office hours.
Capricorn District: Ms. Sebatjane LD Tel No: (015) 632 8609 or Ms. Moeti M Tel No: (015) 632 8619 during office hours
Mopani District: Ms. Malatji MA Tel No: (015) 812 3210 or Ms. Chaka NS Tel No: (015) 812 2275 during office hours
Vhembe District: Ms. Rathogwa M Tel No: (015) 963 2005 or Ms. Mashau VR Tel No: (015) 963 2007 during office hours