



**LIMPOPO**  
PROVINCIAL GOVERNMENT  
REPUBLIC OF SOUTH AFRICA

## **DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT**

Reference : S4/1  
To : ALL HEADS OF DEPARTMENT: LIMPOPO PROVINCIAL  
GOVERNMENT  
Subject : ADVERTISEMENT OF POSTS

### **LIMPOPO PROVINCIAL GOVERNMENT: DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT VACANCY CIRCULAR NO. 05 OF 2025.**

Limpopo Department of Agriculture and Rural Development is an equal opportunity, affirmative action employer with clear employment equity targets. Applications are hereby invited for the filling of the vacant posts, which exist in the Limpopo Department of Agriculture and Rural Development. Women and people with disabilities are encouraged to apply.

**APPLICATIONS** : Applicants must quote the relevant reference number on the application and apply on the following website: <https://erecruitment.limpopo.gov.za>

**CLOSING DATE** : 07 February 2025

**NOTE** : 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, 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 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: Shortlisted candidates for Senior Management Services (SMS) will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and technical

67/69 Biccard Street, POLOKWANE, 0700, Private Bag X9487, Polokwane, 0700  
Tel: (015) 294 3000 Website: <http://www.ldard.gov.za>

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exercise, the selection panel will recommend candidates to attend a generic managerial 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 tool. In order to ensure that potential SMS members have a background on processes and procedures linked to the SMS, a further requirement for appointment at SMS level will be a successful completion of the Senior Management pre-entry certificate/programme as endorsed by the National School of Governance (NSC) with effect from 01st April 2020. This is a Public Service specific training programme which will be applicable for appointments at SMS level. The link for the completion of the SMS pre-entry certificate is as follows: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. All short-listed candidates will be required to have completed the pre-entry SMS certificate and be in possession of such prior to taking the post (submit such before appointment). Failure to comply with the above requirements will result in the disqualification of the application. The Department reserves the right not to make any appointment for the advertised posts. The employment decision shall be informed by the Employment Equity Plan of the Department. Note: Due to austerity measures, the department will not carry any related costs (transport, accommodation, and meals) for candidates attending interviews.

Note: The full contents of the advertised posts will be posted on the following websites: [www.ldard.gov.za](http://www.ldard.gov.za)  
[www.dpsa.gov.za](http://www.dpsa.gov.za) / and [www.limpopo.gov.za](http://www.limpopo.gov.za)



**Ms. MASHAMBA MA**  
**ACTING HEAD OF DEPARTMENT**



**DATE**



DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT VACANCY CIRCULAR NO. 05 OF 2025.

**POST** : **CHIEF DIRECTOR: AGRICULTURE REGULATORY AND TECHNOLOGY DEVELOPMENT (REF NO: LDARD 01/01/2025) (01 POST) (re-advertisement)**  
Those who have applied before are encouraged to re-apply.

**SALARY** : R1, 436, 022 per annum (Level 14), all-inclusive package to be structured in terms of applicable rules and guidelines.

**CENTRE** : Head Office: Polokwane

**REQUIREMENTS** : Grade 12 plus an appropriate undergraduate/ Bachelor's degree (NQF level 7) in Agriculture as recognized by SAQA. A Minimum of 5 years of experience at a senior managerial level in Agriculture. A valid driver's license (with exception of people with disabilities). Proof of completion of SMS pre-entry certificate must be submitted before appointed. **Knowledge, Competencies, and Skills:** Extensive knowledge and understanding of the legislative framework governing the Public Service. Experience and knowledge in agricultural research. Understanding of Agricultural Education and Training environment. Proven experience and thorough understanding of agriculture and rural development sector. **Core and Process Competencies:** Strategic capability and leadership, People Management and empowerment, Programme and project management, Financial Management, Change Management, Knowledge Management, Services delivery innovation, problem solving analysis, client orientation and customer focus, communication.

**DUTIES** : Provide high level strategic leadership and direction on policy and programmes development and implementation within the chief directorate. Manage and coordinate the provision of agriculture research and technology development services in animals. Manage and coordinate the provision of agriculture research and technology development services in crops. Manage and coordinate the provision of veterinary services. Manage and coordinate the provision of agricultural training services. Manage and utilise resources (financial, human, and physical) in accordance with relevant directives and legislation.

**ENQUIRIES** : Mr. Mabula NJ (015) 294 3582, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587

**POST** : **DEPUTY DIRECTOR: EXTENSION AND ADVISORY SERVICES (02 POST)**

**SALARY** : R 1 003,890 per annum (Level 12), all-inclusive package to be structured in accordance with MMS dispensation.

**CENTRE** : **Mopani North, Ref No: LDARD 02/01/2025**

**REQUIREMENTS** : **Sekhukhune South Central, Ref No: LDARD 03/01/2025**

**REQUIREMENTS** : Grade 12 plus NQF level 6 Qualification in Agriculture or equivalent appropriate tertiary qualification as recognised by SAQA. Three (3) - five (5) years' relevant working experience of which three (3) years' must be at Junior Management/

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Assistant Director level within Agriculture Operations. Valid driver's licence (with exception of people with disabilities). Knowledge, skills and competencies: Proven management competencies. Competent knowledge in computer applications and writing skills. Knowledge of Agricultural operations. Knowledge of Public Service Regulations, Public Service Act and any acts governing agricultural extension and advisory services, Policies and procedures. Knowledge of Public Finance Management Act. Strategic capability & leadership. Program and project management skills. Financial management skills. Change management skills. Communication skills, Conflict management skills. Policy analysing skills. Report writing skills. Facilitation skills.

### DUTIES

: Overall management of Agro Ecological Zone and activities. Manage provision of extension services. Manage the provision of information to farmers in relation to agriculture. Facilitate access of services to farmers. Mobilization and linkages of farmers, communities and other stakeholders. Manage the identification and need analysis for agricultural enterprise. Manage crop and animal production services. Establishment and management of departmental structures to support and manage supply chain, state assets, expenditure, budget and human resources. Manage agricultural relationships among targeted interest groups and key stakeholders in the local wards. Analyse Agro-economic conditions of the Agro Ecological Zone for effective intervention strategy development. Evaluate feasibility of agricultural projects and attract agricultural investment into the Agro Ecological Zone. Evaluate policy and strategic interventions at local projects level and provide consistent advice to District Director, Chief Director, HOD, Councilors, Municipal Managers, Mayor, MEC and LDARD clients. Provide capacity building and training services to farmer.

### ENQUIRIES

: Ms Malatji MA, Chaka NS and Hlungwani G Tel No: (015) 812 3210 / 11 / 18

### POST

: **DEPUTY DIRECTOR: ACADEMIC AFFAIRS (REF NO: LDARD 04/01/2025) (01 POST)**

### SALARY

R849 702 per annum (Level 11), all-inclusive package to be structured in accordance with MMS dispensation.

### CENTRE

: Tompi Seleka College

### REQUIREMENTS

: Grade 12 plus an appropriate NQF level 9 professional qualification in Education/Agriculture as recognised by SAQA. Registration as a facilitator, assessor and moderator or PGC qualification will be added advantage. A minimum of 3 year's experience at a junior management level/ Assistant Director. A valid driver's licence (with exception of persons with disabilities). **Knowledge, Competencies and skills:** Extensive knowledge and understanding of Public Service Act, Public Service Regulations, PFMA, DORA and relevant DPSA Prescripts or legislative frameworks governing Education and training institutions.



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Analytical and Innovative thinking. Written and verbal communication skills. Decision making. Strong leadership, management and team building skills. Problem solving and conflict resolutions.

**DUTIES** : Manage the Higher Education Training (HET) programme of the Agricultural Training Institute (ATI). Manage the development and implementation of strategies and policies in relations to Higher Education requirements. Coordinate and manage the implementation of Education and Training programs. Manage the creation of linkages and strategic partnerships with South African and international Agricultural education and training institutions to engage in joint training projects. Manage the provision of student affairs services. Manage and perform administrative and related functions.

**ENQUIRIES** : Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587

**POST** : **STATE VETERINARIAN REF NO: LDARD 05/01/2025 (01 POST)**

**SALARY** : R 849 702 per annum (Level 11), all-inclusive package to be structured in accordance with MMS dispensation

**CENTRE** : Sekhukhune District

**REQUIREMENTS** : Grade 12 plus an appropriate qualification NQF level 8 in Veterinary medicine (BVSc/BVMCH) as recognised by SAQA and current proof of registration with the South African Veterinary Council. A valid driver's licence (with exception of people with disabilities). **Knowledge, Competencies and Skills:** Thorough knowledge of the Meat Safety Act. Animal Diseases Act and supporting legislation and policies. Working knowledge of food safety risk management system. Interest and knowledge in veterinary pathology. Excellent interpersonal, negotiation and communication skills (verbal & written). Extensive knowledge on disease control programmes, Knowledge of international trade and legislation. Computer proficiency skills will be tested.

**DUTIES** : Manage animal disease control in the Agro Ecological Zone. Management of Veterinary Services personnel and resources in the Local Agricultural offices. Formulation and implementation of disease control strategies and policies in the Local Agricultural offices. Monitor and evaluate disease control strategies in the Local Agricultural offices. Manage animal identification in the Local Agricultural offices. Liaison with other role players.

**ENQUIRIES** : Ms. Laka MA Tel No: (015) 632 7000 or Ms. Mphahlele RS Tel No: (015) 632 7000

**POST** : **PROFESSIONAL SCIENTIST PRODUCTION GRADE A: ANIMAL NUTRITION AND PRODUCT QUALITY (REF NO: LDARD 06/01/2025) (01 POST)**

**SALARY** : R 721,476 per annum (OSD), all-inclusive package to be structured in accordance with OSD dispensation.

**CENTRE** : Mara Research Centre

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<b><u>REQUIREMENTS</u></b>	:	Grade 12 plus a Science degree (Bsc) (Hon) or relevant qualification/equivalent qualification as recognised by SAQA. Compulsory registration with the SACNASP as a professional. 3 years post qualification experience. A valid driver's licence (with exception of people with disabilities). <b>Knowledge, Competencies and Skills: Technical Competencies:</b> Programme and Project management. Scientific Methodologies and models. Research and Development. Computer-aided Scientific applications. Knowledge of legal compliance. Technical report Writing. Creating high Performance. Professional Judgment. Data analysis. Policy development and analysis. Presentation Skills. Mentoring. <b>Generic competencies:</b> Decision making. Team leadership. Analytical skills. Creativity. Financial Management. Customer focus and Responsiveness. Communication. Networking. Computer literacy. People management. Planning and Organizing. Conflict management. Change. Management. Problem solving and Analysis. Innovation.
<b><u>DUTIES</u></b>	:	Develop and implement methodologies, policies, systems and procedures. To perform scientific analysis and regulatory functions. Research and development. Human capital development.
<b><u>ENQUIRIES</u></b>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015)294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587
<b><u>POST</u></b>	:	<b><u>ASSISTANT DIRECTOR: RURAL DEVELOPMENT FACILITATION AND SUPPORT SERVICES (REF NO: LDARD 07/01/2025) (01 POST)</u></b>
<b><u>SALARY</u></b>	:	R 527,298 per annum (Level 10)
<b><u>CENTRE</u></b>	:	Vhembe District Office
<b><u>REQUIREMENTS</u></b>	:	Grade 12 plus an appropriate qualification NQF level 7 in Agriculture or equivalent tertiary qualification as recognized by SAQA. A minimum of three (3) years relevant experience at supervisory level in the Agricultural Advisory environment. A valid driver's license (with exception of people with disabilities). <b>Knowledge, Competencies and Skills:</b> Extensive knowledge and understanding of Public Service Act, Public Service Regulations, Relevant DPSA Prescripts, Division of Revenue Act, Public Finance Management Act, Land Redistribution for Agricultural Development Policy, Land Reform Act, 1997 (Act 3 of 1997), Policies and Strategies: APAP, RAAVC, Limpopo Development Plan, National Policy on Comprehensive Producer Development Support. Project management skills, Computer literacy (Excel Spreadsheets, Power Point and Microsoft Word), Responsiveness; Pro-activeness; Professionalism; Accuracy; Flexibility; Independent; Co-operative; Team player; Supportive; Flexible; Willing to work under changing and difficult circumstances. Strategic capability and leadership, People Management and empowerment, Programme and project management, Financial Management Change management. Knowledge Management, Service



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delivery innovation, problem solving analysis, client orientation and customer focus, communication.

### DUTIES

: Coordinate and conduct social facilitation and participatory community development processes. Facilitate skills development. Facilitate co-operation between communities and public and private sector organizations. Sensitize rural communities on rural development initiatives. Conduct household profiling services. Provide post settlement support services. Establish and strengthen existing institutions for socio-economic development. Intergovernmental coordination municipalities, provincial and national departments.

### ENQUIRIES

: Mammburu TD Tel No: (015) 963 2005 or Rathogwa MM Tel No: (015) 963

### POST

: **ASSISTANT DIRECTOR: EXTENSION AND ADVISORY SERVICES (REF NO: LDARD 08/01/2025) (02 POSTS)**

### SALARY

: R552 081 per annum (Level 10)

### CENTRE

: Capricorn North Western Zone

### REQUIREMENTS

: Grade 12 plus an appropriate qualification NQF level 7 in Agriculture/ Crop Production or equivalent appropriate tertiary qualification as recognized by SAQA. A minimum of 3 years relevant experience at Supervisory level in Extension and Advisory Services. Compulsory registration with a professional body (e.g. SACNASP). A Valid driver's license (with exception of people with disabilities). Knowledge, Competencies and Skills: Extensive knowledge in agricultural advisory. Knowledge of production planning and management. Knowledge of Public Service Legislation. IDPS, PGDS and CASPJ extension norms and standards. Report writing skills, Computer skills, Problem solving skills, Analytical skills, and ability to communicate with stakeholders at all levels. Knowledge of new agricultural technology and agricultural technical knowledge. Knowledge of project monitoring and evaluation. Knowledge of planning and organising, Facilitation skills. Networking skills and knowledge of other agricultural programmes, e.g. CASP, Letsema, Extension Recovery Plan (ERP), Land care and Fetsa Tlala. Language proficiency will be tested. Thorough knowledge report writing, problem solving, decision making, communication, computer literacy, presentation. Management and financial, Goal driven, Dedicated, Assertiveness, well discipline, conflict management, leadership development, teamwork and good communication.

### DUTIES

: Provide leadership and allocate responsibilities ties to the extension and advisory personnel in the service center. Ensure the provision of institutional and technical support to all Agricultural programmes. Ensure technical support to poverty alleviation programmes, food, security, youth, disabled, woman, emerging and commercial farmers. Monitoring and evaluation of extension and advisory personnel (All personnel in service centre) in relation to the planned programmes. coordinates linkages with stakeholders.

### ENQUIRIES

: Ms. Sebatjane LD Tel No: (015) 632 8609, Ms. Moeti M Tel No: (015) 632 8619

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<b><u>POST</u></b>	:	<b><u>ASSISTANT DIRECTOR: HAST &amp; HPM (REF NO: LDARD 09/01/2025) (01 POST)</u></b>
<b><u>SALARY</u></b>	:	R444 036 per annum (Level 09)
<b><u>CENTRE</u></b>	:	Head Office: Polokwane
<b><u>REQUIREMENTS</u></b>	:	Grade 12 plus an appropriate qualification NQF Level 8 in social work/ clinical psychology. Registration with South African Council for Social Service Professions (SACSSP) as a Social Worker/Health Professions Council of South Africa as a Registered Counsellor or Psychologist. A minimum of three 3 years relevant experience in Employee Health and Wellness. Experience in HAST and HPM will be an added advantage. A valid driver's licence (with exception of people with disabilities). Knowledge, Competencies and Skills: Knowledge and understanding Employee Health and Wellness (EHW) Strategic Framework for the Public Service, HR practices and procedures on Incapacity Management, EAPA SA Standards. Thorough knowledge and understanding of National Strategic Plan (NSP) for HIV, TB and STIs. Understanding of Public Finance Management Act, Treasury Regulations. Knowledge of the Code of Ethics for the profession. Knowledge and understanding of project and programme coordination. Sound knowledge of relevant Public Service policies and regulations. Planning and organising skills, effective communication skills, interpersonal skills, problem solving and negotiation skills, coordination, innovation, creativity and presentation skills. Report writing skills. Computer literacy.
<b><u>DUTIES</u></b>	:	Coordinate the Mainstreaming HIV, TB and STIs programmes into the core mandate of the department. Coordinate the provision of HIV testing, TB, and health screening. Coordinate HIV, TB and STIs prevention programmes. Provide care and support programmes (Psychosocial assessment, counselling, referral services of employees on Incapacity Management). Coordinate the implementation of Health and Productivity programmes. Coordinate Mental Health programmes. Implement Peer Education programme. Coordinate Disease Management programmes (Communicable and Non-Communicable). Compile and submit HAST & HPM reports. Coordinate the development, review, implementation of HAST, HPM policies and Standard Operating Procedures (SOP). Liaise with relevant internal and external stakeholders on the implementation of HAST & HPM programmes.
<b><u>ENQUIRIES</u></b>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587



DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT VACANCY CIRCULAR NO. 05 OF 2025.

**POST** : **ASSISTANT DIRECTOR: WELLNESS MANAGEMENT (REF NO: LDARD 10/01/2025) (01 POSTS) RE-ADVERTISEMENT**

Those who have applied before are encouraged to re-apply.

**SALARY** : R444,036 per annum (Level 09)

**CENTRE** : Head Office: Polokwane

**REQUIREMENTS** : Grade 12 plus an appropriate qualification NQF Level 8 in Social work/ Clinical Psychology. Current Registration with South African Council for Social Service Professions (SACSSP) as a Social Worker/Health Professions Council of South Africa as a Registered Counsellor or Psychologist. A minimum of three 3 years relevant experience in Employee Health and Wellness. Experience in Wellness Management will be an added advantage. A valid driver's licence (with exception of people with disabilities). **Knowledge, Competencies and Skills:** Knowledge and understanding Employee Health and Wellness (EHW) Strategic Framework for the Public Service, HR practices, Public Service Regulations and EAPA SA Standards. Thorough knowledge and understanding of Public Finance Management Act, Treasury Regulations. Knowledge of the Code of Ethics for the profession. Knowledge and understanding of project and programme coordination. Sound knowledge of relevant Public Service policies and regulations. Planning and organising skills, effective communication skills, interpersonal skills, problem solving and negotiation skills, coordination, innovation, creativity and presentation skills. Report writing skills. Computer literacy.

**DUTIES** : Develop strategies to ensure the overall physical wellness of employees. Provide Psycho-Social Wellness services. Coordinate Organisational Wellness programmes. Promote and monitor work-life balance programmes. Monitor the utilisation of Wellness Centre. Compile analysis reports.

**ENQUIRIES** : Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587

**POST** : **ASSISTANT DIRECTOR: CONTRACT AND PERFORMANCE MANAGEMENT (REF NO: LDARD 11/01/2025) (01 POSTS)**

**SALARY** : R444,036 per annum (Level 09)

**CENTRE** : Head Office: Polokwane

**REQUIREMENTS** : Grade 12 plus an appropriate NQF Level 6 qualification in commerce/ finance / public administration/ public management / supply chain or equivalent qualification as recognised by SAQA. A minimum of 3-5 years' experience in Performance and Contract management environment. A valid driver's licence (with exception of people with disabilities). **Knowledge, Competencies and Skills:** Knowledge of Supply Chain Management Prescripts. Knowledge of Public Service Regulations, Acts, Policies and procedures. Knowledge of Public Finance Management Act (PMFA). Leadership skills. Project Management skills. Financial Management skills. Change & Knowledge Management skills. Communication skills. Conflict Management skills. Policy analysing skills. Report writing skills. Negotiation skills. People Management. Financial Management.

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Responsiveness. Pro-activeness. Professionalism. Accuracy. Flexibility. Independent. Co-operative. Team player; Supportive. Willing to work under changing and difficult circumstances. Client focused strategist.

**DUTIES** : To provide contract and performance management services. Coordinate the drafting and signing of contracts and service level agreements. Monitor maintenance of database of registers. Monitor contract administration. Monitor performance of service providers. Liaise with Provincial and National Treasury. Supervise subordinates and utilise resources (human and physical) in accordance with relevant directives and legislation.

**ENQUIRIES** : Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587

**POST** : **SENIOR AGRICULTURAL ADVISOR/SENIOR LECTURER - ANIMAL PRODUCTION (REF NO: LDARD 12/01/2025) (03 POSTS)**  
Twelve months (12) fixed term contract

**SALARY** : R444,036 per annum (Level 09)

**CENTRE** : Tompi Seleka College

**REQUIREMENTS** : Grade 12 plus an appropriate minimum qualification NQF level 8 in Agriculture in Animal Production. Post graduate Diploma in Education or equivalent appropriate tertiary qualification as recognised by SAQA. A minimum of two (03) years' experience in Animal Production. Master's Degree and Teaching/training experience will be an added advantage. A Valid driver's license (with exception of people disabilities). **Knowledge, Competencies and Skills:** Advanced communication/Presentation skills. Knowledge of project planning and management. Computer literacy skills. Problem solving and conflict management skills. Planning and organizing skills. Ability to work with people of diverse culture and communicate and interact at various levels. Good verbal and written communication skills. Ability to travel, work under pressure and beyond normal working hours.

**DUTIES** : Provision of lectures to Diploma students and farmer training in Animal Production. Help during selection, admission and orientation of first year students. Research information on the internet and library. Prepare learner, practical, workbook, facilitator guide and lesson plan. Prepare tests, assignments, quiz, tutorial and their memorandums. Prepare examination and reexamination question papers. Mark tests, assignment scripts and prepare semester and final mark. Invigilates during tests and examinations. Providing counselling, mentoring, coaching, and parental and pastoring roles. Placing and monitoring of students on work integrated learning/experimental learning. Marking or assessment of work integrated learning/Experiential learning reports. Conduct outreach service. Perform post-related administrative duties



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**ENQUIRIES** : Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587

**POST** : **VETERINARY TECHNOLOGIST REF NO: LDARD 13/01/2025 (01 POST)**

**SALARY** : R376 413 per annum (Level 08)

**CENTRE** : Mokopane Laboratory

**REQUIREMENTS** : Grade 12 plus an undergraduate qualification NQF level 6 in Veterinary Technology. Registration with the South African Veterinary Council as Veterinary Technologist. A minimum of one (1) year experience in Veterinary Laboratory. Valid driver's license (with exception of people with disabilities). Knowledge, Competencies and Skills: Proven interpersonal, negotiation & communication skills (verbal & written). Time management. Computer proficiency skills will be tested. Quality assurance, Reproduction, Parasitology, hygiene survey and Serology.

**DUTIES** : Render technical support service to the laboratory veterinarian, which includes the doing of serological, histological, biochemical and toxicological analysis, as well as the identification of microorganisms, internal and external parasites. Information management. Analyse and interpret laboratory diagnostic tests results. Review and verification of laboratory test results. Participate in the compilation of SOP's and implementation of approved SOP's in accordance with the applicable quality management system. Control and maintenance of laboratory equipment, including calibration. Stock control of the relevant diagnostic section

**ENQUIRIES** : Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587

**POST** : **AGRICULTURAL ADVISOR: EXTENSION AND ADVISORY SERVICES (07 POSTS)**

**SALARY** : R376 413 per annum (Level 08)

**CENTRE** : Sekhukhune South Central (Ref No: LDARD 14/01/2025) (01 Post)

Vhembe Central Ref No: LDARD15/01/2025 (01 Post) Vhembe Far North Ref

No: LDARD 16/01/2025 (02 Posts) Vhembe West (Ref No: LDARD

17/01/2025) (02 Posts) Mopani North (Ref No: LDARD 18/01/2025) (01 Posts)

**REQUIREMENTS** : Grade 12 plus an appropriate minimum qualification NQF Level 8 in agricultural extension or equivalent appropriate tertiary qualification as recognised by SAQA. Compulsory registration with the South African Council for Natural Scientific Professions (SACNASP) or other applicable and recognized statutory body. A valid driver's license (with exception of people with disabilities). No experience required. **Knowledge, Competencies, and Skills:** Computer skills. Knowledge of extension methodology. Communication/presentation skills.

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### DUTIES

- : To promote sustainable development in the agricultural sector through the application of the appropriate extension principles and methods. Render scientific and technical advice to internal and external clients under mentorship to ensure sustainable development. Provide technical support in terms of planning, advice and after care for organized agriculture and other agricultural stakeholders. Provide technical support on Government funded projects (such as CASP, LRAD etc.) and also assist with planning, advice and after care. Promote sustainable production of Agricultural products. Involvement in research activities under guidance of seniors. Perform administrative and related functions. Keep up to date with regard to the applicable prescripts, policies, procedures, technologies and new developments to be able to render an efficient and effective extension service.

### ENQUIRIES

- : Sekhukhune District: Ms. Laka MA Tel No: (015) 632 7000 or Ms. Mphahlele RS Tel No: (015) 632 7000  
Vhembe District: Mammburu TD Tel No: (015) 963 2005 or Rathogwa MM Tel No: (015) 963 2007  
Mopani District: Ms Malatji MA, Chaka NS and Hlungwani G Tel No: (015) 812 3210 / 11 / 18

### POST

- : **ANIMAL HEALTH TECHNICIAN (02 POST)**

### SALARY CENTRE

- : R376 413 per annum (Level 08)  
: Waterberg North (**REF NO: LDARD 19/01/2025**)  
: Capricorn West (**REF NO: LDARD 20/01/2025**)

### REQUIREMENTS

- : Grade 12 plus an appropriate qualification NQF level 6 in Animal Health or equivalent appropriate tertiary qualification as recognised by SAQA. Compulsory registration with the South African Veterinary Council as Animal Health Technician. A valid driver's licence (with exception of people with disabilities). No experience required. **Knowledge, Competencies, and Skills:** Excellent interpersonal, communication and negotiation skills. Time management. Thorough knowledge of Animal Diseases Act, 1984 (Act 35 of 1984). Thorough knowledge of Animal Identification Act, 2002 (Act 6 of 2002). Knowledge of Meat Safety Act, 2000 (Act 40 of 2000). Thorough knowledge of specific diseases control programmes and eradication schemes. Knowledge of the PFMA. Computer proficiency. Report writing skills.

### DUTIES

- : To render an Animal Health Regulatory Support Service in terms of the Animal Health Diseases Act (Act 35/1984). Implement disease control measures. Render a support service to the State Veterinarian with regard to animal disease control, reproduction and production advancement, sample collection and law enforcement. Assist in the provision of extension services on animal health to animal owners. Perform administrative and related functions, which would, inter alia, entail populating databases and compile and submit monthly and quarterly reports.

### ENQUIRIES

- : Mr. Matjiu SK Tel No: (014) 717 4949 or Ms. Kekana RM Tel No: (014) 717 1324



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<u>POST</u>	:	<u>VETERINARY PUBLIC HEALTH OFFICER: (REF NO: LDARD 21/01/2025) (01 POST)</u>
<u>SALARY</u>	:	R376 413 per annum (Level 08)
<u>CENTRE</u>	:	Head Office: Polokwane
<u>REQUIREMENTS</u>	:	Grade 12 plus a relevant National Diploma (NQF Level 6) or equivalent appropriate tertiary qualification as recognised by SAQA. Six years appropriate experience (post qualification experience). A paid-up registration with the South African Veterinary Council; A valid driver's licence (with exception of people with disabilities). <b>Knowledge, Competencies and Skills:</b> Excellent interpersonal, communication and negotiation skills. Time management. Thorough knowledge of Animal Diseases Act, 1984 (Act 35 of 1984). Thorough knowledge of Animal Identification Act, 2002 (Act 6 of 2002). Knowledge of Meat Safety Act, 2000 (Act 40 of 2000). Thorough knowledge of specific diseases control programmes and eradication schemes. Knowledge of the PFMA. Computer proficiency. Report writing skills.
<u>DUTIES</u>	:	To render and manage a veterinary public health in terms of the Meat Safety Act (Act 40 of 2000). Ensure meat hygiene and food safety through inter alia:-Abattoir & sterilization plants. Promote awareness regarding meat hygiene and food safety. Investigation and control illegal slaughtering in collaboration with the relevant authorities and advise the public regarding informal slaughtering of animals. Determine slaughter needs of communities and make recommendations in this regard. Provide training, technical assistance and health education to communities, schools and public on meat hygiene and food safety. Liaison with internal and external stake holders. Assist with risk assessment. Collect samples for surveillance projects (BSE, residue, bacteriological, etc) on identified diseases in animal products and report; accordingly. Assist in planning and execution of contingency plans for disaster management in case of disease outbreaks; Assist in managing and monitoring risk assessment audits at rendering plants, source establishments of hides and skins and inter-hides and stores; Assess the food safety risk of local products and report accordingly. Perform administrative and related functions. Compile and submit monthly and quarterly reports, letters and notices as required. Populate databases and Provide inputs to the drafting Operational Plan for Veterinary Public Health.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587
<u>POST</u>	:	<u>SENIOR STATE ACCOUNTANT: SUPPLY CHAIN AND ASSET MANAGEMENT-ACQUISITION (REF NO: LDARD 22/01/2025) (01 POST)</u>

DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT VACANCY CIRCULAR NO. 05 OF 2025.

<b><u>SALARY</u></b>	:	R376 413 per annum (Level 08)
<b><u>CENTRE</u></b>	:	Head Office: Polokwane
<b><u>REQUIREMENTS</u></b>	:	Grade 12 plus an undergraduate qualification (NQF Level 6) in Supply Chain Management/Financial Management, Public Management or Accounting field of study or any other relevant qualification. A minimum of 3 years' experience in Supply Chain Management field. Any related prescripts, contact management. A qualification related to Treasury and competence for Finance officials will be an added advantage. Preparedness to security clearance and disclosure of financial interest. A valid driver's licence (with exception of people with disabilities). <b>Knowledge, Competencies and Skills:</b> Supervisory skills, good planning and organized skills. Good interpersonal relations and good communication skills (written and verbal). Ability to work under pressure and preparedness to work overtime, when required. Skills in Microsoft Word and Excel.
<b><u>DUTIES</u></b>	:	Advertising of the bids. Opening and closing of the tender box. Bid Management. Responsible for the full Supply Chain Management procedures and processes. Opening and closing of the tender box. Compile bid register and check lists after closing and stamping the documents. Evaluation of the bids. Compilation of the evaluation reports. Arrange meetings of both committees. Compile monthly procurement reports. Compilation of agenda for the bid and sub-bid committees. Communicate with the end user on decisions made by sub-bid committee. Conduct physical inspections. Ensure an uninterrupted flow of goods and services for all users.
<b><u>ENQUIRIES</u></b>	:	Ms. Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587
<b><u>POST</u></b>	:	<b><u>SENIOR PERSONEL PRACTITIONER: HUMAN RESOURCE PLANNING AND INFORMATION (REF NO: LDARD 23/01/2025) (01 POST)</u></b>
<b><u>SALARY</u></b>	:	R376 413 per annum (Level 08)
<b><u>CENTRE</u></b>	:	Head Office: Polokwane
<b><u>REQUIREMENTS</u></b>	:	Grade 12 plus an appropriate NQF level 6 tertiary qualification in Public Management/ HRM/ HRD or equivalent qualification as recognised by SAQA. Minimum of 3-5 years working experience in human resource planning and information. A valid driver's licence (with the exception of people with disabilities). <b>Knowledge, Competencies and skills:</b> Knowledge of Public Service Regulations, Acts, Policies and procedures. Knowledge of Human Resource Management / Planning. Communication skills. Communication skills. Presentation skills. Report writing skills.
<b><u>DUTIES</u></b>	:	To provide human resource planning and information services. Provide the development and review of Human Resource Plan. Facilitate the development and review of Employment Equity Plan. Facilitate the achievement of employment equity status for women SMS and for people with disabilities. Facilitate Employee satisfaction survey and Exit interviews. Supervise subordinates



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- ENQUIRIES** : Ms. Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587
- POST** : **SCIENTIFIC TECHNICIAN GRADE A: ANIMAL NUTRITION AND PRODUCT QUALITY (REF NO: LDARD 24/01/2025) (01 POST)**
- SALARY** : R371,253 per annum (OSD), all-inclusive package to be structured in accordance with OSD dispensation.
- CENTRE** : Mara Research Centre
- REQUIREMENTS** : Grade 12 plus a National Diploma (NQF Level 6) in Science or relevant qualification as recognised by SAQA. Compulsory registration with the SACNASP as a Certificated Natural Scientist. 3 years post qualification technical (scientific) experience. A valid driver's licence (with exception of people with disabilities). **Knowledge, Competencies and Skills: Technical Competencies:** Programme and project management. Scientific methodologies. Research and development. Computer-aided scientific applications. Knowledge of legal compliance. Technical report writing. Creating high performance culture. Professional judgment. Data analysis. Mentoring. **Generic competencies:** Decision making. Team leadership. Analytical skills Creativity. Self-management. Financial Management. Customer focus and Responsiveness. Communication. Computer literacy. Networking. People management. Planning and organising. Conflict management. Change Management. Problem solving and analysis.
- DUTIES** : To provide technical support for research, assessment, evaluation, development, innovation and protection to ensure the sustainability of resources and contribute towards a knowledge economy. Develop and implement methodologies, policies, systems and procedures. Provide technical support and advice. To perform technical scientific analysis and regulatory functions. Research and development. Human capital development.
- ENQUIRIES** : Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587
- POST** : **ADMINISTRATIVE OFFICER: SUPPLY CHAIN AND ASSET MANAGEMENT- (REF NO: LDARD 25/01/2025) (01 POST)**
- SALARY** : R308 154 per annum (Level 07)
- CENTRE** : Capricorn District
- REQUIREMENTS** : Grade 12 plus an undergraduate qualification NQF Level 6 in Transport Management, Supply Chain Management/Financial Management, Public Management or Accounting field of study or any other relevant qualification. A minimum of 3 years' experience in Supply Chain Management field. **Knowledge, Competencies, and skills:** Supervisory skills, good planning and organized

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		skills. Good interpersonal relations and good communication skills (written and verbal). Ability to work under pressure and preparedness to work overtime, when required. Skills in Microsoft Word and Excel.
<b><u>DUTIES</u></b>	:	Conduct need analysis for the acquisition of GG and Subsidized Vehicles. Develop and update the subsidized and GG vehicle register. Facilitate maintenance of vehicles. Conduct inspection of GG and subsidized Vehicles. Supervise subordinates
<b><u>ENQUIRIES</u></b>	:	Ms. Sebatjane LD Tel No: (015) 632 8609, Ms. Moeti M Tel No: (015) 632 8619
<b><u>POST</u></b>	:	<b><u>ADMINISTRATIVE OFFICER : HRD AND TRANSFORMATION (REF NO: LDARD 26 /01/2025) (01 POST)</u></b>
<b><u>SALARY</u></b>	:	R308 154 per annum (Level 07)
<b><u>CENTRE</u></b>	:	Sekhukhune District
<b><u>REQUIREMENTS</u></b>	:	Grade 12 plus NQF level 6 in Public Management/ Administration / Human Resource Management/ Human Resource Development/ Social Science / Psychology Qualification or equivalent appropriate tertiary qualification as recognised by SAQA. A minimum of 2 to 3 years' experience. PERSAL Certificate/ Results. A valid driver's licence (with exception of people with disabilities). <b>Knowledge, Competencies and Skills:</b> Public Service Regulations. Public Service Act, EEA. Able to handle confidential information. Knowledge of PERSAL System. Strong organizational skills. Communication skills. Interpersonal skills. Experience with technology and software. Problem-solving skills. Customer service skills. Knowledge of the PFMA. Computer proficiency. Report writing skills. Knowledge of Batho Pele Principles
<b><u>DUTIES</u></b>	:	Provide Safety, Health, Environment and Special Program Services. Provide HIV / AIDS, HAST, Cancelling and Health Productivity Management Services. Provide Employee Health and Wellness Service. Provide Performance Management and Development System Service. Provide Human Resource Training and Development Services. Provide Service Delivery Improvement Services. Render Administrative Support Services.
<b><u>ENQUIRIES</u></b>	:	Ms. Laka MA Tel No: (015) 632 7000 or Ms. Mphahlele RS Tel No: (015) 632 7000
<b><u>POST</u></b>	:	<b><u>ADMINISTRATIVE OFFICER: HUMAN RESOURCE TRAINING AND DEVELOPMENT (REF NO: LDARD 27/01/2025) (01 POST)</u></b>
<b><u>SALARY</u></b>	:	R308 154 per annum (Level 07)
<b><u>CENTRE</u></b>	:	Head Office: Polokwane



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<b><u>REQUIREMENTS</u></b>	:	Grade 12 plus an appropriate NQF Level 6 tertiary qualification in Human Resource Development / Human Resource Management. A minimum of 2-3 years experience in Human Resource Development/ Management. A Valid driver's license. (with the exception of people with disabilities). <b>Knowledge, Competencies and Skills:</b> Financial solving Planning & Organizing, Time Management, Policy analysis, good communication skills, Facilitation skills and Co-ordination skills. Deep knowledge of Human Resource Training and Development, Knowledge of Public Service Act, policies and procedures, Knowledge of Public Finance Management and Knowledge of Skill development Act.
<b><u>DUTIES</u></b>	:	Provide Skills Development Programmes. Implement learnership /RPL, internships. Experiential and AET programs. Administer bursaries. Provide induction and orientation program. Provide administrative support to HR training and development services.
<b><u>ENQUIRIES</u></b>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587
<b><u>POST</u></b>	:	<b><u>ADMINISTRATIVE OFFICER: ADMINISTRATION SUPPORT SERVICES (REF NO: LDARD 28/01/2025) (01 POST)</u></b>
<b><u>SALARY</u></b>	:	R308 154 per annum (Level 07)
<b><u>CENTRE</u></b>	:	Sekhukhune East
<b><u>REQUIREMENTS</u></b>	:	Grade 12 plus NQF level 6 in Public Management/ Administration / Human Resource Management/Financial Management Qualification or equivalent appropriate tertiary qualification as recognised by SAQA. A minimum of 2-3 years' experience in Administration. A valid driver's licence (with exception of people with disabilities). <b>Knowledge, Competencies, and skills:</b> Strong organizational skills, Communication skills, Experience with technology and software. Problem-solving skills. Knowledge of working procedure in terms of the working government. Customer service skills. Knowledge of the PFMA. Computer proficiency. Report writing skills. Knowledge of Batho Pele Principles.
<b><u>DUTIES</u></b>	:	Supervise and render administrative support services at Agro-ecological zone. Supervise and render general clerical support services. Supervise and provide supply chain clerical support services. Supervise and provide personnel administration clerical support services. Supervise and provide financial administration support services. Supervise and provide transport support services. Supervise human resources/staff.
<b><u>ENQUIRIES</u></b>	:	Ms. Laka MA Tel No: (015) 632 7000 or Ms. Mphahlele RS Tel No: (015) 632 7000

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<b><u>POST</u></b>	:	<b><u>ADMINISTRATIVE OFFICER: FACILITIES MANAGEMENT (02 POSTS) (re-advertisement)</u></b> Those who have applied before are encouraged to re-apply.
<b><u>SALARY</u></b>	:	R308 154 per annum (Level 07)
<b><u>CENTRE</u></b>	:	Head Office: Polokwane ( <b>Ref No: LDARD 29/01/2025</b> ) (01 post) Mopani District ( <b>Ref No: LDARD 30/01/2025</b> ) (01 post)
<b><u>REQUIREMENTS</u></b>	:	Grade 12 plus NQF level 6 in Public Management/ Administration / Facilities Management/Human Resource Management/Property Management or equivalent appropriate tertiary qualification as recognised by SAQA. A minimum of three years' experience in administration. A valid driver's licence (with the exception of people with disabilities). <b>Knowledge, Competencies and Skills:</b> Knowledge of working procedure in terms of the working government. Knowledge of the PFMA. & Treasury Regulations. Knowledge of Batho Pele Principles. Strong organizational skills. Communication skills. Interpersonal skills. Managerial functions. Problem-solving skills. Customer service skills. Computer proficiency. Report writing skills.
<b><u>DUTIES</u></b>	:	Provide administrative support for infrastructure maintenance. Coordinate infrastructure major and minor projects. keeping custody of office building. Coordinate the day-to-day maintenance of facilities. Coordinate the building inspections. Provide the OHS support and implementation of recommendations. Ensure that specifications are scrutinized in consultation with PDPWRI. Monitor onsite contractors. Liaise with stakeholders. Ensure the availability of facility maintenance equipment's and materials. Provide administrative support for property leases and acquisition. Process payment of rentals and municipality. Provide supervisory support for Facilities Management (Cleaning and hygiene, reception). Adhere to all relevant legislation and procedures within facilities management. Supervise subordinates.
<b><u>ENQUIRIES</u></b>	:	Head Office: Polokwane: Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587 Mopani District: Ms Malatji MA, Chaka NS and Hlungwani G Tel No: (015) 812 3210 / 11 / 18

<b><u>POST</u></b>	:	<b><u>ADMINISTRATIVE OFFICER: FACILITIES AND RECORDS MANAGEMENT (Ref No: LDARD 31/01/2025 (01 POST) (re-advertisement)</u></b> Those who have applied before are encouraged to re-apply.
<b><u>SALARY</u></b>	:	R308 154 per annum (Level 07)
<b><u>CENTRE</u></b>	:	Mopani District



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<b><u>REQUIREMENTS</u></b>	:	Grade 12 plus NQF level 6 in Public Management/ Administration / Facilities Management/Human Resource Management/Property Management or equivalent appropriate tertiary qualification as recognised by SAQA. A minimum of three years' experience in administration. A valid driver's licence (with the exception of people with disabilities). <b>Knowledge, Competencies and Skills:</b> Knowledge of working procedure in terms of the working government. Knowledge of the PFMA. & Treasury Regulations. Knowledge of Batho Pele Principles. Strong organizational skills. Communication skills. Interpersonal skills. Managerial functions. Problem-solving skills. Customer service skills. Computer proficiency. Report writing skills.
<b><u>DUTIES</u></b>	:	Provide administrative support for infrastructure maintenance. Coordinate infrastructure major and minor projects. keeping custody of office building. Coordinate the day-to-day maintenance of facilities. Coordinate the building inspections. Provide the OHS support and implementation of recommendations. Ensure that specifications are scrutinized in consultation with PDPWRI. Monitor onsite contractors. Liaise with stakeholders. Ensure the availability of facility maintenance equipment's and materials. Provide administrative support for property leases and acquisition. Process payment of rentals and municipality. Provide supervisory support for Facilities Management (Cleaning and hygiene, reception). Adhere to all relevant legislation and procedures within facilities management. Supervise subordinates.
<b><u>ENQUIRIES</u></b>	:	Ms Malatji MA, Chaka NS and Hlungwani G Tel No: (015) 812 3210 / 11 / 18
<b><u>POST</u></b>	:	<b><u>REGISTRY CLERK (SUPERVISOR): RECORD MANAGEMENT (REF NO: LDARD 32/01/2025) (01 POST)</u></b>
<b><u>SALARY</u></b>	:	R 308 154 per annum (Level 07)
<b><u>CENTRE</u></b>	:	Head Office
<b><u>REQUIREMENTS</u></b>	:	Grade 12 Certificate or equivalent appropriate qualification as recognised by SAQA. A minimum of three years' experience in registry with a valid driver's licence (with exception of people with disabilities). <b>Knowledge, Competencies and Skills:</b> knowledge of registry duties, practices as well as the ability to capture date, and operate computer. Working knowledge and understanding of the legislative framework governing the Public Service. Knowledge of storage and retrieval procedures in terms of the working environment. Understanding of the work in registry. Good verbal and written communication skills, Interpersonal relations skills, Flexibility, Teamwork, Computer proficiency, Planning and organizational skills. Communication skills. Interpersonal skills. Report writing skills. Knowledge of Batho Pele Principles.
<b><u>DUTIES</u></b>	:	Supervise and provide registry counter services. Supervise the handling of incoming and outgoing correspondence. Supervise and render an effective filing

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and record management service. Supervise the operation and operate office machines in relation to the registry function. Supervise the processing and process documents for archiving and/disposal. Supervise human resource/staff.

### ENQUIRIES

: Head Office: Polokwane: Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587

### POST

: **ARTISAN PRODUCTION GRADE A (02 POSTS)**

### SALARY

: R 230,898 per annum (OSD).

### CENTRE

: Head Office: Polokwane (**Ref NO: LDARD 33/01/2025**) (01 Post)

Mopani District Office (**Ref NO: LDARD 34/01/2025**) (01 Post)

### REQUIREMENTS

: Grade 12 plus an appropriate Trade Test Certificate (Electrical) or equivalent appropriate tertiary qualification as recognised by SAQA. A Valid driver's license (With exception of people with disabilities). **Knowledge, Competencies and Skills:** Technical analysis knowledge. Computer-aided technical applications. Knowledge of legal compliance. Technical report writing. Production, process. knowledge and skills. Technical analysis knowledge. Problem solving and analysis. Decision making. Teamwork. Analytical skills. Creativity. Self-management. Customer focus and responsiveness. Communication. Computer skills. Planning and organizing

### DUTIES

: To render technical design, production, operation and maintenance services. Produce designs according to client specification and within limits of production capability. Produce objects with material and equipment according to job specification and recognized standards. Quality assurance of produced objects. Inspect equipment and/or facilities for technical faults. Repair equipment and facilities according to standards. Test repair equipment and/or facilities against specifications. Service equipment and/or facilities according to schedule. Quality assures serviced and maintained equipment and/or facilities. Perform administrative related functions. Maintain expertise. Continuous individual development to keep up with new technologies and procedures.

### ENQUIRIES

: Head Office: Polokwane: Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587

Mopani District: Ms Malatji MA, Chaka NS and Hlungwani G Tel No: (015) 812 3210 / 11 / 18

### POST

: **ADMINISTRATION CLERK: STORES (SUPPLY CHAIN AND ASSET MANAGEMENT) (REF NO: LDARD 35/01/2025) (01 POST)**

### SALARY

: R216 417 per annum (Level 05)



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<b><u>CENTRE</u></b>	:	Mopani District
<b><u>REQUIREMENTS</u></b>	:	Grade 12 certificate or equivalent qualification as recognized by SAQA. No experience required. <b>Knowledge, Competencies and skills:</b> Basic knowledge of Supply Chain Duties, Practices as well as the ability to capture data. Operate Computer and collect statistics. Basic Knowledge and understanding of the legislative framework governing the Public Service. Basic knowledge of work procedures in terms of the working environment. Job Knowledge. Computer skills. Communication skills. Planning and Organization. Interpersonal Relations skills. Flexibility Good verbal and written. Teamwork. Problem-solving skills. Customer service skills. Knowledge of the PFMA. Knowledge of Batho Pele Principles
<b><u>DUTIES</u></b>	:	Administer inventory database. Administer capturing of order on Logis System. Receive and issue inventory. Maintain inventory register. Render inventory management clerical services. Control stores and warehouse. Render stocktaking
<b><u>ENQUIRIES</u></b>	:	Mopani District: Ms Malatji MA, Chaka NS and Hlungwani G Tel No: (015) 812 3210 / 11 / 18
<b><u>POST</u></b>	:	<b><u>ADMINISTRATION CLERK (03 POSTS)</u></b>
<b><u>SALARY</u></b>	:	R 202,233 per annum (Level 05)
<b><u>CENTRE</u></b>	:	Sekhukhune East (Ref No: LDARD 36/01/2025) (01 Post) Lephalale Laboratory (Ref No: LDARD 37/01/2025) (01 Post) Waterberg North (Ref No: LDARD 38/01/2025) (01 Post)
<b><u>REQUIREMENTS</u></b>	:	Grade 12 or equivalent qualification as recognised by SAQA. <b>Knowledge, Competencies and Skills:</b> Knowledge of clerical duties, practices as well as the ability to capture data, operate computer and collecting statistics. Knowledge and understanding of the legislative framework governing the Public Service. Knowledge of working procedures in terms of the working environment. Job Knowledge Good verbal and written communication skills. Interpersonal relations. Flexibility. Teamwork. Computer literacy. Planning and organisation.
<b><u>DUTIES</u></b>	:	Render general clerical support services. Provide supply chain clerical support services. Provide personnel administration clerical support services. Provide financial administration support services. Provide transport support services.
<b><u>ENQUIRIES</u></b>	:	Sekhukhune District: Ms. Laka MA Tel No: (015) 632 7000 or Ms. Mphahlele RS Tel No: (015) 632 7000 Lephalale Laboratory: Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587 Waterberg North: Mr. Matjiu SK Tel No: (014) 717 4949 or Ms. Kekana RM Tel No: (014) 717 1324

DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT VACANCY CIRCULAR NO. 05 OF 2025.

<u>POST</u>	:	<u>FINANCE CLERK: FINANCIAL AND MANAGEMENT ACCOUNTING (REF NO: LDARD 39/01/2025) (01 POST)</u>
<u>SALARY</u>	:	R216 417 per annum (Level 05)
<u>CENTRE</u>	:	Mopani District
<u>REQUIREMENTS</u>	:	Grade 12 certificate or equivalent qualification as recognized by SAQA. No experience required. <b>Knowledge, Competencies and skills:</b> Basic knowledge of financial functions, practices as well as the ability to capture data, operate computer and collate financial statistics. Basic knowledge and insight of the Public Service financial legislations, procedures and Treasury regulations (PFMA, DORA, PSA, PSR, PPPFA, Financial Manual). Knowledge of basic financial operating systems (PERSAL, BAS, LOGIS etc.) Job Knowledge. Communication. Interpersonal relations. Flexibility. Teamwork. Accuracy. Aptitude of figures. Computer operating skills. Planning and organization. Language proficiency. Good verbal and written communication skills. Basic Numeracy skills. Ability to perform routine tasks. Ability to operate office equipment.
<u>DUTIES</u>	:	Render Financial Accounting Transactions. Perform Salary Administration Support Services. Perform Bookkeeping Support Services. Render Budget Support Services. Receiving of Payment Vouchers. Capturing of Payment Vouchers. Control of Payment Vouchers. Dispatch proof of Payment Vouchers. Verifications, collections and banking of state revenue. Processing receipts and clearing of bank exceptions. Recording, filling and safekeeping of face value books. Liaise with internal and external clients with matters concerning revenue and debt. Render Administrative Support Services.
<u>ENQUIRIES</u>	:	Ms Malatji MA, Chaka NS and Hlungwani G Tel No: (015) 812 3210 / 11 / 18
<u>POST</u>	:	<u>REGISTRY CLERK: GENERAL RECORDS (REF NO: LDARD 40/01/2025) (01 POST)</u>
<u>SALARY</u>	:	R216 417 per annum (Level 05)
<u>CENTRE</u>	:	Head Office: Polokwane
<u>REQUIREMENTS</u>	:	Grade 12 certificate or equivalent qualification as recognized by SAQA. No experience required. <b>Knowledge, Competencies and skills:</b> Knowledge of registry responsibilities, practices as well as the ability to capture data, and operate computer, working knowledge and understanding of the legislative framework governing the Public Service, Knowledge of storage and retrieval procedures in terms of working environment. Understanding of the work in registry. Ability to work in a team. Good communication skills, good interpersonal relation skills. Report writing. Computer literacy (MS Office). Good organizing skills. Accuracy and attention to details.
<u>DUTIES</u>	:	Provide registry services. Provide human resource services. Handle incoming and outgoing correspondence. Render effective filing and record management services. Operate office machines in relation to the registry function. Process documents for archiving and/ disposal.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587



DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT VACANCY CIRCULAR NO. 05 OF 2025.

<u>POST</u>	:	<b><u>TRANSPORT CLERK: FLEET MANAGEMENT (REF NO: LDARD 41/01/2025) (01 POSTS) (re-advertisement)</u></b> Those who have applied before are encouraged to re-apply.
<u>SALARY</u>	:	R216 417 per annum (Level 05)
<u>CENTRE</u>	:	Head Office: Polokwane
<u>REQUIREMENTS</u>	:	Grade 12 or equivalent qualification in Public management, Logistics or Transport management as recognised by SAQA. A valid driver's license (with exception of people with disabilities). <b>Knowledge, Competencies and skills:</b> Knowledge of Fleet Maintenance. Thorough knowledge and understanding of Fleet Management and Policies Reading and writing. Good communication skills. Ability to work abnormal hours and independently. Ability to plan and organize. Good customer care.
<u>DUTIES</u>	:	To ensure record management for transport service. Interaction with district offices for vehicles profiles and allocation of vehicles. Interact with service providers, officials for licensing and inspection on new vehicles. Loading of turndowns with service providers and allocation of gg vehicles. Conducts GG motor vehicle inspection. Keeping and updating of gg vehicles register.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587
<u>POST</u>	:	<b><u>ADMINISTRATION CLERK: TRANSPORT (SUPPLY CHAIN AND ASSET MANAGEMENT) (REF NO: LDARD 42/01/2025) (01 POSTS)</u></b>
<u>SALARY</u>	:	R216 417 per annum (Level 05)
<u>CENTRE</u>	:	Waterberg District
<u>REQUIREMENTS</u>	:	Grade 12 or equivalent qualification in Public management, Logistics or Transport management as recognised by SAQA. A valid driver's license (with exception of people with disabilities). <b>Knowledge, Competencies and skills:</b> Knowledge of Fleet Maintenance. Thorough knowledge and understanding of Fleet Management and Policies Reading and writing. Good communication skills. Ability to work abnormal hours and independently. Ability to plan and organize. Good customer care.
<u>DUTIES</u>	:	To ensure record management for transport service. Interaction with district offices for vehicles profiles and allocation of vehicles. Interact with service providers, officials for licensing and inspection on new vehicles. Loading of turndowns with service providers and allocation of gg vehicles. Conducts GG motor vehicle inspection. Keeping and updating of gg vehicles register.
<u>ENQUIRIES</u>	:	Mr. Matjiu SK Tel No: (014) 717 4949 or Ms. Kekana RM Tel No: (014) 717 1324
<u>POST</u>	:	<b><u>ADMINISTRATION CLERK: CORPORATE MANAGEMENT (REF NO: LDARD 43/01/2025) (01 POST)</u></b>
<u>SALARY</u>	:	R216 417 per annum (Level 05)

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<b><u>CENTRE</u></b>	:	Head Office: Polokwane
<b><u>REQUIREMENTS</u></b>	:	A grade 12 certificate or equivalent. NQF level 6 Qualification in Management Assistant and Public Management will be an added advantage. Basic knowledge of Clerical administrative work. <b>Knowledge, Skills and Competencies:</b> Knowledge of clerical duties, practices as well as the ability to capture data, operate computer and collecting statistics. Knowledge and understanding of the legislative framework governing the Public Service. Knowledge of working procedures in terms of the working environment. Job Knowledge Good verbal and written communication skills. Interpersonal relations. Flexibility. Teamwork. Computer literacy. Planning and organisation.
<b><u>DUTIES</u></b>	:	Render general clerical support services. Provide supply chain clerical support services within the component. Provide personnel administration clerical support services within the component. Provide financial administration support services in the component.
<b><u>ENQUIRIES</u></b>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587
<b><u>POST</u></b>	:	<b><u>ANIMAL HEALTH ASSISTANT (REF NO: LDARD 44/01/2025) (02 POSTS)</u></b>
<b><u>SALARY</u></b>	:	R183 279 per annum (Level 04)
<b><u>CENTRE</u></b>	:	Mopani North
<b><u>REQUIREMENTS</u></b>	:	Grade 12 or equivalent qualification as recognised by SAQA. A valid driver's license (with exception of people with disabilities). <b>Knowledge, Competencies and skills:</b> Good communication skills. Ability of mixing dip stuff, cleaning and re-assemble syringes, handling of veterinary tools and equipment. Experience in handling of cattle, small stock and poultry. Ability to read and write. Interpersonal, communication, evaluation persuasion, time management, conflict management.
<b><u>DUTIES</u></b>	:	Assist to implement disease control measures. Assist to improve animal health through biosecurity, vaccination and surveillance for disease and treatment of animals. Assist in collecting specimen, examination and dispatch samples of animal diseases. Assist in the provision of extension services on animal health to animal owners.
<b><u>ENQUIRIES</u></b>	:	Ms Malatji MA, Chaka NS and Hlungwani G Tel No: (015) 812 3210 / 11 / 18
<b><u>POST</u></b>	:	<b><u>LABORATORY ASSISTANT (02 POSTS)</u></b>
<b><u>SALARY</u></b>	:	R183 279 per annum (Level 04)
<b><u>CENTRE</u></b>	:	Mokopane Laboratory (REF NO: LDARD 45/01/2025) (01 Post) Lephalale Laboratory (REF NO: LDARD 46/01/2025) (01 Post)



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**REQUIREMENTS** : Grade 12 or equivalent qualification (with science and maths as recommendation). Knowledge, Competencies and skills: Ability to read and write. Interpersonal skills, communication skills, Time management, conflict management. Ability to analyse data.

**DUTIES** : To render a support service to Technicians in the preparation of laboratory tests for analyses. Prepare samples for the determination of i.e. chemical residues, pH, EC, mycology etc. Perform routine analysis of samples under mentorship/supervision of senior personnel. Perform basic maintenance on selected equipment and instrumentation. Maintain tidiness of laboratories, clean/sterilize glassware and equipment. Perform basic maintenance and control functions of animal production stock. Perform administrative and related functions.

**ENQUIRIES** : Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587

**POST** : **HANDYMAN (03 POSTS)**

**SALARY** : R155 148 per annum (Level 03)

**CENTRE** : Mara Research Station (**REF NO: LDARD 47/01/2025**) (01 Post)

Sekhukhune District (**REF NO: LDARD 48/01/2025**) (01 Post)

Tompi Seleka College (**REF NO: LDARD 49/01/2025**) (01 Post)

**REQUIREMENTS** : Grade 10 / ABET / AET or an appropriate N3 certificate in either Carpentry, Plumbing, Electrical, Masonry or equivalent appropriate qualification as recognised by SAQA. Minimum one (1) year experience in Construction and maintenance of buildings and related infrastructure. Knowledge, Competencies, and Skills: Knowledge of maintenance tools and equipment. Safety regulations. Communication skills. Good interpersonal relation and knowledge of Batho Pele Principles. Buildings and related farm infrastructure maintenance experience and knowledge of various types of farm infrastructure and maintenance tools will be an added advantage. Driver's licence will be an added advantage

**DUTIES** : Maintenance of building, fitting and furniture. Conduct regular building inspections. Attend to minor electrical, plumbing, building and carpentry problems. Maintenance of office equipment, Repair broken furniture and equipment. Safekeeping of maintenance tools and supplies. Report defects.

**ENQUIRIES** : Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587

**POST** : **TRACTOR DRIVER (REF NO: LDARD 50/01/2025) (01 POST)**

**SALARY** : R 153 948 per annum (Level 03)

**CENTRE** : Mara Research Station

DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT VACANCY CIRCULAR NO. 05 OF 2025.

<b><u>REQUIREMENTS</u></b>	:	Basic education (literacy and numeracy - ABET level 2) certificate or equivalent qualification as recognised by SAQA. A minimum of 1 years' experience in operation of farm machinery and maintenance of water infrastructure. A valid driver's License Code EC1 with PDP (with exception of people with disabilities). N3 certificate or equivalent qualification in diesel mechanics as recognised by SAQA will be an added advantage <b>Knowledge, Competencies, and Skills:</b> Knowledge of Agricultural Equipment, Ability to Operate the Tractor. Basic diesel mechanic skills. Water/Diesel Engine maintenance skills. Knowledge of various types of farm equipment. Knowledge of Batho Pele Principles. Discing, planting, and harvesting of crop fields. Driving skills.
<b><u>DUTIES</u></b>	:	Operate specialised farming machinery and equipment (including implements). Operate a tractor with various implements (such as ploughs, Rippers, planters, crop sprayers etc.) attached to assist with the physical execution of various general farming activities. Perform vehicle maintenance and administrative support activities. Operate a specialised machinery (such as harvesters, drilling equipment, excavators etc.).
<b><u>ENQUIRIES</u></b>	:	Mr. Mabula NJ (015) 294 3582, Ms. Mtswene PV Tel No: (015)294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587
<b><u>POST</u></b>	:	<b><u>PHOTOCOPIER OPERATOR: (REF NO: LDARD 51/01/2025) (01 POST)</u></b>
<b><u>SALARY</u></b>	:	R131 265 per annum (Level 02)
<b><u>CENTRE</u></b>	:	Tompi Seleka College
<b><u>REQUIREMENTS</u></b>	:	Grade 8 certificate or equivalent qualification. No experience required <b>Knowledge, Competencies and skills:</b> Knowledge of operating office machine or equipment's. Report writing skills, computer skills, problem solving skills. Ability to communicate with stakeholders at all levels. Computer literacy will be tested.
<b><u>DUTIES</u></b>	:	To provide photocopier services. Operate the photocopier and fax machines. Binding and laminating documents. Provide counter service. Perform minor maintenance on the photocopier machine. Make requisition for photocopying materials.
<b><u>ENQUIRIES</u></b>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587
<b><u>POST</u></b>	:	<b><u>CLEANER (06 POSTS)</u></b>
<b><u>SALARY</u></b>	:	R131 265 per annum (Level 02)
<b><u>CENTRE</u></b>	:	Sekhukhune East (Ref No: LDARD 52/01/2025) (1 Post) Sekhukhune District (Ref No: LDARD 53/01/2025) (01 Post) Vhembe Central (Ref No: LDARD 54/01/2025) (02 Posts) Vhembe District (Ref No: LDARD 55/01/2025) (01 Post) Vhembe Far North (Ref No: LDARD 56/01/2025) (01 Post)



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<b><u>REQUIREMENTS</u></b>	:	Grade 10 / ABET / AET or equivalent qualification as recognised by SAQA. <b>Knowledge, Competencies, and Skills:</b> Basic literacy and numeracy. Able to read and write. Communication skills. Good interpersonal relations and knowledge of Batho Pele Principles. Knowledge of cleaning products/materials and equipment. Knowledge of operating cleaning equipment. Good interpersonal skills. Ability to work under pressure. Teamwork. Client focus and responsiveness. Be able to perform manual work. Show commitment and loyalty. Must be punctual, productive and show good behaviour towards customers. Knowledge of Batho Pele Principle. Health and safety measures. Working procedures in respect of working environment.
<b><u>DUTIES</u></b>	:	Cleaning of offices, storerooms, corridors, elevators, and boardrooms. Dust and take out waste and provide water during meetings. Refill aqua cooler/s washing walls and windows. Cleaning equipment and machinery. Cleaning windows and all general kitchen utensils. Scrubbing toilets and polishing office floors. Vacuum cleaning using vacuum machine. Provide toilet paper in the toilets. Keep and maintain cleaning materials and equipment.
<b><u>ENQUIRIES</u></b>	:	Sekhukhune District: Ms. Laka MA Tel No: (015) 632 7000 or Ms. Mphahlele RS Tel No: (015) 632 7000 Vhembe District: Mamburu TD Tel No: (015) 963 2005 or Rathogwa MM Tel No: (015) 963 2007
<b><u>POST</u></b>	:	<b><u>FARM AID (03 POSTS)</u></b>
<b><u>SALARY</u></b>	:	R131 265 per annum (Level 02)
<b><u>CENTRE</u></b>	:	Madzivhandila College ( <b>Ref No: LDARD 57/01/2025</b> ) (02 Posts) Mara Research Centre ( <b>Ref No: LDARD 58/01/2025</b> ) (01 Posts)
<b><u>REQUIREMENTS</u></b>	:	Basic literacy and numeracy (ABET level 2) or equivalent qualification as recognised by SAQA. <b>Knowledge, Competencies, and Skills:</b> Basic literacy and numeracy. Able to read and write. Communication skills. Good interpersonal relation and knowledge of Batho Pele Principles. Farm work experience and knowledge of various types of farm activities will be an added advantage.
<b><u>DUTIES</u></b>	:	To perform routine manual farming activities. Perform routine activities in respect of crop production. Perform routine activities in respect of livestock. Perform general routine activities. Perform general routine activities in respect of infrastructure.
<b><u>ENQUIRIES</u></b>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015)294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587
<b><u>POST</u></b>	:	<b><u>GENERAL WORKER (REDLINE GATE/ GUARD/FENCE PATROLER (05 POSTS)</u></b>

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<b><u>SALARY</u></b>	:	R131 265 per annum (Level 02)
<b><u>CENTRE</u></b>	:	Vhembe Far North (REF NO: LDARD 59/01/2025) (03 Posts) Mopani North (REF NO: LDARD 60/01/2025) (02 Posts)
<b><u>REQUIREMENTS</u></b>	:	Grade 10 / ABET / AET or equivalent qualification as recognised by SAQA. Knowledge and experience in Security Services will be an added advantage. Knowledge, Competencies, and Skills: Basic literacy and numeracy. Able to read and write. Communication Skills. Good interpersonal relations. Report writing.
<b><u>DUTIES</u></b>	:	To perform routine manual farming activities. Control over Movement of cloven hooved animals. Stop, register, and search vehicle from the redline area. Check meat, dairy product, dung, grass, hides, skins, etc. Confiscate and dispose of products. Open and close the gate. Report confiscated products to the supervisor for further attention. Conduct fence patrol. Routine check of the redline fence. Repair of fence breakage. Trace animal track along the redline fence. Clear bushes along the redline fence. Control over quarantined animals. Check permit for animal quarantined. Liaise with the Animal Health Technician for inspection. Keep records. Keep permits register. Keep register for quarantined animals. Keep register for vehicle movement.
<b><u>ENQUIRIES</u></b>	:	Vhembe District: Mammburu TD Tel No: (015) 963 2005 or Rathogwa MM Tel No: (015) 963 2007 Mopani District: Ms Malatji MA, Chaka NS and Hlungwani G Tel No: (015) 812 3210 / 11 / 18
<b><u>POST</u></b>	:	<b><u>GENERAL WORKER: FACILITIES AND RECORDS MANAGEMENT (REF NO: LDARD 61/01/2025) (01 POST)</u></b>
<b><u>SALARY</u></b>	:	R131 265 per annum (Level 02)
<b><u>CENTRE</u></b>	:	Sekhukhune District
<b><u>REQUIREMENTS</u></b>	:	ABET Level 4/ Grade 9 or equivalent qualification as recognised by SAQA. <b>Knowledge, Competencies, and Skills.</b> Basic numeracy. Knowledge of cleaning procedures and gardening principles. Ability to operate basic garden equipment and machinery. Knowledge of maintenance of relevant equipment. Good interpersonal relations.
<b><u>DUTIES</u></b>	:	Maintenance of grounds and gardens. Maintenance and safekeeping of gardening equipment. Cleaning and maintenance of laboratory equipment and stores. Removing garbage and empty boxes. Moving equipment and furniture as required. Cleaning of laboratory service vehicles. Assist in receiving stock and goods. Reporting losses/damages to equipment
<b><u>ENQUIRIES</u></b>	:	Ms. Laka MA Tel No: (015) 632 7000 or Ms. Mphahlele RS Tel No: (015) 632 7000