

TWO PROJECT OFFICERS
Contract-3 years
Ref number (ADA 2019/02/02)

Minimum Requirements:

BSc or B Degree qualification in Agriculture/Finance Management or Business Management from a recognized institution of higher education. Three (3) years of practical agribusiness experience in the private or public (ideally within State Owned Entity/parastatal environment) sector. Demonstrated experience in working with land reform and agriculture based projects. Knowledge of applicable statutes (particularly PFMA). Knowledge of relevant legal prescripts and a valid driver's license is a must. Must have computer literacy skills (MS Office & Outlook).

Key Performance Areas:

Evaluating project proposals. Development of commodity approached/model and partnerships that will result in timeous and effective agricultural support. Drafting business plans and budgets for cluster projects that will be used to leverage technical and financial resources from government and the private sector. Assist in drafting Terms of Reference and specifications for agricultural technical services and inputs that are required on farms. Management and monitoring of service providers for agriculture and infrastructure development. Monitoring and implementation of project agreements with partners and applicants. Assist with the facilitation of partnerships and support services at a project level. Experience in executing management approved business plans for their assigned projects which must include the following:

Managing social facilitation support aimed at capacitating the beneficiaries on the commodity enterprise. Project management of prioritized projects for a financial year resulting timeous delivery of inputs and agricultural support services. Co-ordinate and manage projects. Managing a field team implementing a project in a designated geographical area. Liaison with officials of organizations and government departments. Manage day to day relationships with various stakeholders. Co-ordinate, deliver, and report against milestones and activities as well as coordinating monitoring and evaluation of projects. Facilitate, promote and support sustainable agricultural projects. Engage and assist local community groups to participate in the development. Provide expert advice and support when required.

Note:

- All appointments are subject to the signing of a performance agreement contract;
- ADA reserves the right not to appoint any applicant to the above positions.
- Applications must be submitted in the following manner:
- A covering letter indicating the reference number and post that you are applying for, together with a brief motivation;
- A Comprehensive Curriculum Vitae (previous experience must be comprehensively detailed), originally certified copies of qualifications, and identity documents.
- Failure to submit the requested documents will result in your application being disqualified.
- Full names, addresses and telephone numbers of three work related referees.
- If you are applying for more than one post, please submit a separate application for each post.

Enquiries: Mr Zenzele Ndlela

Closing date: 22 February 2019

Tel: (033) 3478600

Forward your application, stating the relevant reference number and the name of the publication in which you saw this advertisement, for attention of the Mrs. MC Nelson, Agribusiness

**Development Agency, Private Bag X01 , Montrose Pietermaritzburg, 3202 or hand deliver to
No.5 Cascades Avenue, Montrose, Pietermaritzburg**

*Should you not hear from us **8 weeks** after the closing date, please consider your application
unsuccessful*