

The Agricultural Research Council (ARC) is a premier science institution that conducts research with partners, develops human capital and fosters innovation in support of the agricultural sector. It provides diagnostic, laboratory, analytical, agricultural engineering services, post-harvest technology development, agrochemical evaluation, consultation and advisory services, food processing technology services as well as various surveys and training interventions. Through its wider network of research institutes and experimental farms, the ARC provides a strong scientific base and a broadly distributed technology transfer capacity to the entire agricultural industry in South Africa.

The Agricultural Research Council-Roodeplaat (Plant Protection Research Institute) seeks to appoint experienced and dynamic persons to the following positions at the Roodeplaat Campus, Pretoria and Vredenburg Campus, Stellenbosch:

Research Team Manager: Weed Science (Roodeplaat Campus)

Key performance areas: • Be responsible for strategic planning, positioning and marketing of the division in the relevant agricultural sectors • Manage the research and support services portfolios of the specific division which includes the maintenance of accepted scientific standards, leadership with regard to the various research activities and quality control of all scientific outputs • Ensure technology is transferred from the division to relevant target groups in an appropriate manner • Manage human resources, including leadership, team building and personnel development, recruitment, capacity building, training, guidance, coaching, mentorship, and talent management to maintain and strengthen core expertise, including full-time personnel as well as mentoring students on national and international level • Manage the division's budget • Generate and optimise sustainable external income for the division • Build and foster partnerships within the institute, other ARC institutes, clients, stakeholders, donors and relevant research organisations, nationally and internationally.

Requirements: • PhD in Entomology/Environmental Science • 5-8 years' post-PhD experience in the management of research teams in ecology, biological control, integrated pest management, environmental science • Proven research and managerial track record in the above field of expertise, with extensive publication record • Proven experience in attracting externally funded projects, financial and personnel management • Good communication (written and verbal) and administrative skills • Experience in report writing and compiling of presentations • Computer literacy with proficiency in the MS Office suite • Proven experience and track record in scientific publication and networking and coordinating projects on national and international levels as well as presenting research results in national and international scientific congress, conferences, meeting, etc. • Experience in mentoring and coaching students and staff at MSc and PhD level • Marketing, negotiation and leadership skills.

Enquiries: Dr SL Venter, tel. (012) 808-8000

Junior Researcher: Bee Research Unit (Stellenbosch Campus)

Key performance areas: • Plan, coordinate and undertake field research on the biology of honey bees • Be responsible for day-to-day management and administration of research projects • Publish research outputs in scientific journals, presentations at congresses and technical reports • Interact with commercial agriculture, the beekeeping industry and Government in the management of honey bee resources • Assist with writing proposals for research funding • Help build and maintain relationships with national and international collaborators • Undertake regular fieldwork working with bees.

Requirements: • MSc degree in Entomology/Ecology/Agriculture • 2 years' relevant research experience • Ability to manage and undertake research projects, collect and analyse research data, write scientific reports and publications • Valid Code 08/EB driver's licence • Working knowledge of beekeeping • Demonstrated ability to conduct fieldwork with honey bees, including the absence of an allergy to honey bees • Good communication skills (written and verbal) • Computer literacy with proficiency in the MS Office suite.

Enquiries: Mr Mike Allsopp, tel. (021) 887-4690

Senior Research Technician: Mycology (Roodeplaat Campus)

Key performance areas: • Manage activities around National Collection of Fungi, including purification of fungal cultures, processing of new accessions and client requests • Maintain collection registers and loans records • Undertake routine maintenance in collections • Be responsible for electronic data capturing and interpreting taxonomic and biological information from specimen and literature holdings • Assist with molecular analysis by conducting DNA extractions, running gels and PCRs as well as data evaluation • Participate in various technology transfer initiatives, such as training courses and exhibitions, as well as the commercial identification and advisory services • Provide research support by performing experiments and record keeping • Provide general laboratory maintenance, stock control and update logbooks.

Requirements: • MSc or MTech degree with majors in relevant subjects such as Microbiology and/or Biotechnology • Computer literacy with proficiency MS Office suite • Valid Code 08 driver's licence • Experience in collections-based research, curation of specimen collections and associated literature references, as well as fieldwork and knowledge of the classification and biology of fungi, would be an advantage.

Enquiries: Dr Isabel Rong, tel. (012) 808-8000

Research Technician: Mycology (Roodeplaat Campus)

Key performance areas: • Assist in the diagnostic services of the Unit, i.e. prepare growth media and chemical solutions, isolate fungi from various substrates, purify fungi and prepare microscope slides for morphological identifications • Conduct molecular analyses – DNA extractions, gels, PCRs and data analysis • Perform re-plating, purification and preservation of live fungal cultures • Perform electronic data capturing and interpretation of taxonomic and biological information from specimen and literature holdings • Be involved in various technology transfer initiatives, i.e. training courses and exhibitions, as well as commercialised identification and advisory services • Provide research support, i.e. perform experiments and record keeping • Assist with administrative and technical tasks, i.e. maintenance of equipment, stock control and updating of log books.

Requirements: • BTech or BSc (Hons) degree with majors in Microbiology and/or Biotechnology • Computer literacy with proficiency in the MS Office suite • Ability to participate in field surveys • Experience in the curation and development of large specimen collections and associated literature reference sources would be an advantage • Knowledge of the classification and biology of agriculturally important fungal orders and families would be an added advantage • Knowledge of and experience in culture collection maintenance, good laboratory practice and laboratory safety would be an added advantage • Valid Code 08 driver's licence.

Enquiries: Dr Isabel Rong, tel. (012) 808-8000

Applications for the above 4 positions: Mr EM Mphye at ARC-Roodeplaat, Private Bag X293, Pretoria 0001. Applications can also be submitted by e-mail to ppricv@arc.agric.za

The Agricultural Research Council-Central Office (ARC-CO) seeks to appoint experienced and dynamic persons to the following positions in Hatfield, Pretoria:

Coordinator: Demand and Acquisition Management

Key performance areas: • Conduct needs analysis for all requests • Link requests to the budget • Conduct commodity and market research • Coordinate procurement plans • Determine a sourcing strategy of each commodity • Assist business units in preparing the specifications • Provide technical support to the Bid Evaluation Committees • Manage the sourcing and evaluation of quotations, implantation of supplier database across the organisation, monitoring the HDI/BEE performance of the organisation • Manage and coordinate the bidding process across the organisation • Assess all submissions that must serve before the Bid Adjudication Committee • Ensure the signing of proper contract documents • Prepare letters for outcomes of adjudication to bidders • Ensure proper application of the Preferential Procurement Policy Framework Act, 5 of 2000 and its regulations • Advertise bids • Allocate tender numbers • Manage the tender register • Prepare monthly and quarterly SCM reports • Assess and approve purchase requisitions and ensure compliance with ARC Supply Chain Management policy and implantation of strategies.

Requirements: • B degree/National Diploma in Purchasing Management with 3 years' experience as a Senior Buyer • Knowledge of the e-Procurement system • Good understanding and interpretation of PPPFA, PFMA, Treasury Regulations, BEE and SCM prescripts • Organisational and supervisory skills • Policy implementation skills • Good communication skills (written and verbal) • Computer literacy with proficiency in the MS Office suite.

Enquiries: Mr Mashangu Masebenza, tel. (012) 427-9728

Applications for this position: Ms Lorraine Molebatsi, ARC-Central Office, PO Box 8783, Pretoria 0001. Applications can also be submitted by e-mail to hrcv@arc.agric.za

Competitive remuneration packages will be congruent with the scope, responsibilities and the stature of the positions. The appointments will be subject to a 6-month probation period and a positive security clearance.

Applications accompanied by a covering letter, detailed CV (including certificates, supporting documents, copy of nationality - NB: Non-RSA citizens/work permit holders must attach certified copies), as well as the names and particulars of 3 traceable referees, should be forwarded to the contacts mentioned at each division.

The closing date for applications is 29 May 2015.

A SAQA evaluation report must accompany foreign qualifications. Incomplete applications will not be considered.

Applicants who do not receive any response from us within 4 weeks of the closing date, must regard their applications as unsuccessful.

The Agricultural Research Council is an equal opportunity employer but is committed to the principles and processes of Employment Equity. The company has the right not to appoint.

Further information on the ARC is available on the ARC website:

<http://www.arc.agric.za>

Board/Council Secretary

Key performance areas: • Provide guidance and advice to the Board/Council, their duties, responsibilities, powers and matters of procedure in terms of the Board Charter, terms of reference, principles of good ethics, good governance and best practices • Assist the Board/Council and its sub-committees with interpretation of applicable legislation relevant to or affecting the organisation • Prepare reports for the Annual Report • Provide the new Board/Council members with relevant orientation, training and documentation describing their powers and duties • Ensure proper arrangement of meetings according to the Corporate Calendar, including preparing notices, confirming attendance, preparing the agenda and minutes, recording the meeting proceedings, circulating relevant documentation for the meetings • Ensure that strategic governance documentation, the Board Charter and sub-committees terms of reference and the delegations of authority are properly documented • Record any declaration made by members and Executive Management on any material interests in any contract of the organisation • Determine procedures of handling queries and requests from the shareholder and the Board/Council on governance issues • Manage the budget of the corporate governance structures • Develop the annual Corporate Calendar with the Chairperson of the Board and the Chief Executive Officer.

Requirements: • Relevant tertiary qualification in Law or Humanities • Efficient organisational ability and time management • CIS International Qualifying Board Examination • Postgraduate qualification would be an advantage • Strict attention to detail • Computer literacy and proficiency in the MS Office suite • Good communication (written and verbal) and interpersonal skills • Strong organisational skills and ability to prioritise • Ability to maintain confidentiality on information obtained during the scope of his duties • Must act in good faith and avoid conflicts of interest.

Enquiries: Mr Ayanda Ndamase, tel. (012) 427-9809

Applications for this position: Ms Lorraine Molebatsi, ARC-Central Office, PO Box 8783, Pretoria 0001. Applications can also be submitted by e-mail to hrcv@arc.agric.za

The ARC-Roodeplaat (Vegetable and Ornamental Plant Institute) seeks to appoint an experienced and dynamic person to the following position in Roodeplaat, Pretoria:

Senior Researcher: Indigenous Vegetables

Key performance areas: • Initiate, manage and contribute towards national/international project(s) • Identify the need for human resources in project(s) and ensure efficient deployment and utilisation, set objectives, conduct assessments and training and manage allocated resources (equipment and material) • Be accountable for compiling and managing the project budget • Source new national/international research opportunities and write proposals • Plan and coordinate research with a single or multi-disciplinary team • Conduct independent and advanced research • Manage data capturing and show advanced analysis, interpretation and recommendations • Compile detailed reports and approve final reports • Disseminate research results by presenting oral and poster contributions • Publish semi-scientific and peer-reviewed articles, and publish in journals with a high impact factor • Identify and pursue business opportunities, and participate in the dissemination and marketing of information (seminars, workshops, courses, radio, TV, etc.) • Establish and maintain networking opportunities (e.g. attend scientific gatherings with farmer communities) • Stand as Researcher at national level, and supervise or co-supervise 1 x PhD and • x MSc or 4 x MSc students every 5 years; with an emphasis on critical and scarce skills • Compile quarterly, annual and ad hoc reports, and articles for publication in different popular and scientific journals/magazines • Provide leadership and mentoring of Researchers, Technicians, Students and Assistants • Disseminate technology through scientific and popular publications, radio and TV talks, etc. • Assist with identifying new business opportunities • Identify and participate in own learning opportunities.

Requirements: • PhD in Agriculture/Horticulture or related discipline • 5 years' relevant experience, post-PhD or 8 relevant peer-reviewed publications • Project, planning/organising skills • Management skills • Good communication (written and verbal) skills • Agricultural research knowledge and skills • Computer literacy with proficiency in the MS Office suite • Ability to render diagnostic, technical and other services at national level • Knowledge of intellectual property opportunities • Develop technical capacity at an appropriate level • Meet peer norm requirements for specific field of expertise, by recognising authorship or contributions to publications • Knowledge of Health and Safety regulations/procedures • Valid driver's licence.

Enquiries: Dr I du Plooy, tel. (012) 808-8000

Applications for this position: Mr EM Mphye at ARC-Roodeplaat, Private Bag X293, Pretoria 0001. Applications can also be submitted by e-mail to hrcv@arc.agric.za

The ARC-Onderstepoort Veterinary Institute (ARC-OVI) seeks to appoint experienced and dynamic persons to the following positions at Onderstepoort, Pretoria:

Research Veterinarian

(30-month contract position)

Key performance areas: • Be responsible for animal trials (possibly abroad) related to the development of live, vectored vaccines used in the prevention of Rift Valley fever, lumpy skin disease, *peste des petits ruminants* and African swine fever • Plan, manage and execute animal trials • Assist with vaccine construct generation using molecular biological techniques • Interact with other researchers at ARC and abroad to coordinate research activities • Write reports and assist with scientific papers and socio-economic studies • Conduct training and outreach activities in developing farmer communities • Present research findings at national and international conferences/project meetings.

Requirements: • Veterinary degree (BVSc) • Registration with SAVC (or willingness to register) • MSc qualification and/or experience • Willingness to work with zoonoses • 2-3 years' experience with large animals, with interest in research • Laboratory and animal research experience • Computer literacy with proficiency in the MS Office suite • Good interpersonal, time management and communication (written and verbal) skills • Ability to work in a team • Willingness to travel (nationally and internationally).

Enquiries: Dr Arshad Mather, tel. (012) 529-9236

Researcher

Key performance areas: • Conduct research in support of diagnostic services rendered by ARC-OVI, for viral veterinary diseases • Carry out research on cloning, expression and purification of recombinant proteins for use in serological tests • Train junior scientists • Attract research funding, publish scientific findings and present data in conferences • Participate in human capital development through recruitment and training of postgraduate students.

Requirements: • PhD in Molecular Biology, Molecular Genetics, Molecular Virology or Biochemistry • 2 years' experience in recombinant protein expression and purification • Interest in veterinary diagnostics • Computer literacy with proficiency in the MS Office suite • Good communication skills (written and verbal).

Enquiries: Dr Phelix Majiwa, tel. (012) 529-9441

Senior Buyer

Key performance areas: • Source quotations from various suppliers • Evaluate responses and issue orders in terms of the Supply Chain Management policies and regulations • Monitor the performance of the suppliers in terms of the various aspects of Supply Chain • Manage responses • Ensure deliveries to the premises, etc. • Submit reports on a regular basis.

Requirements: • Degree/National Diploma in Supply Chain Management/Acquisition Management or related discipline • 3 years' experience in the Public Sector environment • Knowledge of, experience in and good understanding of acquisition management • Computer literacy with proficiency in the MS Office suite • Good communication skills (written and verbal) • Knowledge of, experience in and understanding of the PFM Act, PPPF Act, CIDB Act and related legislation • Knowledge of and experience in purchasing of capital items would be an advantage • Knowledge of ERP Systems would be an added advantage.

Enquiries: Ms Corné Venter, tel. (012) 529-9479

Applications for the above 3 positions: Ms K Tshikombji at Onderstepoort Veterinary Institute, Private Bag X5, Onderstepoort 0110, or fax to (012) 529-9221. Applications can also be submitted by e-mail to AucampH@arc.agric.za

