ANNEXURE A

DEPARTMENT OF AGRICULTURE (DOA)

APPLICATIONS	:	Applications can be submitted by hand delivery during office hours to 20 Steve Biko Street, Agriculture Place, Arcadia, Pretoria, 0002 or by email SOrecruit99@nda.gov.za.
CLOSING DATE	:	06 November 2026 at 16:00
NOTE	:	To apply, submit a completed Z83 form and detailed Curriculum Vitae (PDF document to a maximum of 10 megabytes) via e-mail or hand delivery. The Department will not be held responsible for server delays. Late applications due to technical issues will not be considered. Shortlisted candidates must provide certified copies of required documents (Identity Document, qualifications, etc) where necessary and service certificates to support senior management experience to Human Resources before the interviews, including South African Qualifications Authority (SAQA) evaluation reports for foreign qualifications. Failure to comply will result in disqualification. To be appointed at Senior Management Service (SMS) level, you must complete the SMS Pre-entry programme offered by the National School of Government (NSG). Find course details here: https://www.thensg.gov.za/training-course/sms-pre-entry-programme/ appointment is subject to successful competition of the Nyukela Programme: Pre-entry Certificate to SMS and submission of proof. All shortlisted candidates, including SMS shall undertake two pre-entry assessments. One must be a practical exercise, and the other must be an integrity (ethical conduct) assessment. Selection panels shall score both technical exercises as an additional criterion in the interview process. NB: Please note that false or fraudulent qualifications submitted by applicants will be reported to the South African Police Services (SAPS), and a criminal case shall be opened. Application: Please submit your application before the closing date as late applications will not be considered. Do not submit duplicate applications. If applying for multiple posts, submit separate applications for each post. Due to high volumes, the Department will not acknowledge receipt of applications. Communication will be limited to shortlisted candidates only. If you have not heard from us within 3 months, please consider your application to be unsuccessful. Should, during any stage of the recruitment process, a moratorium be placed on the filling of posts or the Department is affected by any process such as, but not limited to, restructuring or reorganisation of posts, the Department reserves the right to cancel the recruitment process and re-advertise the post at any time in the future. Important: DOA is an equal opportunity employer committed to promoting representivity and affirmative action. We encourage applications from all qualified candidates. The Department reserves the right not to fill vacancies. By applying you consent to the collection and processing of your personal information for recruitment purposes. Shortlisted candidates will be required to be available for assessments and interviews at a date and time as determined by the Department. Shortlisted candidates will undergo personnel suitability checks, security vetting and reference checks (including social media profiles). Applications must declare any pending criminal, disciplinary or any other allegations or investigations. Successful candidates must pass security clearance, sign an employment contract, sign an annual performance agreement and disclose financial interests. All applicants are required to declare any conflict or perceived conflict of interest, to disclose memberships of Boards and directorships that they may be associated with. Failure to disclose relevant information may result in disqualification or termination. **ERRATUM:** The erratum issued on the Public Service Circular regarding the withdraw the post of Senior Security Officer with Ref No: 3/3/1/83/2026 which was published in the Public Service Vacancy Circular 35 dated 02 October 2026 has been withdrawn, the Department will continue to fill the post.

OTHER POST

POST 38/01	:	**SCREENING OFFICER REF NO: 3/3/1/99/2026** Directorate: Vetting, Screening and Special Investigation
	:	12 Months Fixed Term Contract
SALARY	:	R338 106 per annum (Level 07), (plus 37% in lieu of benefits)
CENTRE	:	Gauteng (Pretoria)

REQUIREMENTS	:	Applicants must be in possession of grade 12 certificate and Degree / National Diploma in Security Risk Management / Policing / Police Science. Minimum of (one) 1 year experience in relevant environment. Job Related Knowledge: Knowledge on security administration. Extensive knowledge of security systems.
DUTIES	:	Render security screening of new employees: Receive request from Human Resource Administration. Register in screening databases. Receive screening request from various branches. Conduct security screening for special events. Take fingerprints of candidates. Retrieve security screening information from internal and external databases: Conduct credit check verification. Conduct criminal check verification. Conduct qualification verification. Identity verification. Conduct employment check verification. Liaise with State Security Agency and Police for screening matters: Conduct integrity checks. Conduct administration of security and background processes: Open screening files. Compile security screening request letter to SSA and SAPS. Distribute security report to HRA.
ENQUIRIES	:	Mr M Mnguni Tel No: (012) 319 7127
NOTE	:	EE Target: Africans, Coloured, Whites, Indians and Persons with disability will be given preference