

The Agricultural Research Council (ARC) is a premier science institution that conducts research with partners, develops human capital and foster 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 ARC- Onderstepoort Veterinary Research (ARC- OVR) seeks to appoint a highly skilled, experienced and dynamic person to the following positions at Pretoria:

SPECIALIST RESEARCHER - VDD

Key Performance Areas:

- Conducts independent and specialised research as an internationally renowned specialist: Manage data capture, do advanced analysis, interpret and submit recommendations to research team,
- Compile detailed progress reports and approve final reports,
- Disseminate research results by presenting oral and poster contributions at national and international events,
- Publish popular, semi-scientific and peer-reviewed papers in journals with high impact factor,
- Establish and maintain networking opportunities. Identify and generate intellectual property,
- **Project Management:** Conceptualizes and initiates new projects, project definition and develops research plans at both national and international level,
- Identifies the need for resources equipment and material in project's and manages them accordingly within the team and/or specialised field,
- Ensures optimal utilisation of resources towards successful implementation and completion of the research and innovation projects within the area of responsibility towards national, international projects,
- Equipment and research materials are of international standard,



- **Human resources Management:** Managing the development of capacity and skills within the research team at an appropriate level within or outside the realm of projects and developing an appropriate transformation and succession plan for each research team,
- This includes the student development within the team and external students. Identifies the need for human resources in project(s) and manages the allocated resources,
- Identifies and participates in own learning opportunities to improve qualifications as well as improved performance within the team. Supervise or co-supervise students,
- **Manage project budgets:** Identifies long-term budget requirements and is accountable for compiling, monitoring and managing project budgets. Develop business cases for all project expenditure requirements,
- Write and submit research proposals and concept notes, with a proven success rate of project grants,
- Identifies risks and mitigation plans within the research focus area,
- Plan and co-ordinate research activities within multidisciplinary teams,
- Adheres to company policy and safety guidelines,
- Support senior research team in special research projects,
- Mentor Researchers in their assigned job responsibilities when required.

Requirements:

- PhD in the Life Sciences ,Biochemistry, Molecular Biology or related,
- 7 - 8 Years of experience post PhD in a relevant research environment, academic or private and includes vaccine or diagnostic development,
- Proven international track record obtained research funding, relationships with national and international researchers,
- History of student supervision and must include MSc and PhD students,
- Minimum of 20 peer reviewed publications,



- SACNASP registration and/or NRF rating at least C level,
- Valid driver's license.

Enquiries: Dr A.S Mather, Tel: (012) 529-9236

SUPPLY CHAIN ACCOUNTANT

Key Performance Areas:

- Manage the Procurement Function at campus level including amongst others: procuring goods and services, liaising with suppliers, obtaining quotations, tenders, guide in developing specifications,
- Negotiating contracts and contract administration according to procurement policy,
- Cost management by applying best sourcing strategies,
- Act in direct support to the research function,
- Evaluation of quotations and tenders in terms of PFMA, PPFFA & Treasury Regulations,
- Manage the procurement process and Implementation of SCM policy and regulations,
- Source all suppliers at Institute level and manage Institute Supplier Database,
- Promoting procurement empowerment BEE/HDI,
- Internal control compliance,
- Member of local tender committee and will represent the Institute at Corporate Tender Committee level when the Institute requires CTC-level approval of the appointment of a supplier,
- Manage the Inventory function including optimising inventory levels and coordination of stocktaking of stores,
- Ensure that the risks related to Procurement and Inventory Management are adequately addressed,
- SCM Reporting to Central Office,
- Evaluation of suppliers performance, attend to audit queries,



- Give procurement guidance to business units and management,
- Tender administration and Provide inputs for budget,
- Manage subordinates, and provide leadership,

Requirements:

- National Diploma in SCM/B Degree in SCM or equivalent,
- 3-year experience in supply chain management or procurement & System,
- Experience in a research environment in general will be an added advantage,
- Proficiency in MS Office Suite,
- Good communication skills written & verbal,
- The ability to establish & maintain working relationship with others,
- Knowledge of GAAP, PFMA Treasury Regulations & VAT Act,
- Valid driver's license.

Enquiries: Mr T Modukanele, Tel: (012) 529-9335

FACILITIES MANAGER

Key Performance Areas:

- Undertake effective asset management through the alignment of asset management policies to ensure optimal asset utilisation, longevity, security and safety,
- Develop and implement policies, procedures as well as the guidelines relevant to Property management to achieve organisational excellence,
- Perform farm management and allocate facilities through the efficient and equitable management of the allocation of land, offices, laboratories, associated labour and specialised field resources staff for the work to be conducted,
- Effectively manage the budget in line with PFMA guidelines,



- Identify redundant facilities plan to use such to raise external income,
- Ensure compliance with the requirements of Occupational Health and Safety Act and relevant regulation and that a culture of safety is engendered throughout the institute,
- Develop asset maintenance management system,
- Manage the fleet and all aspects related to transport for the institute,
- Plan, budget for and manage maintenance and capital works such as laboratories, offices and houses and letting of non-core facilities such as stables and agricultural land,
- Supply mechanical services for the removal of animal and other waste, making of fire breaks, ground works and delivery of feeds,
- Ensure maintenance of heavy machinery, farm equipment and other equipment such as air conditioners, graders, tractors and front-end diggers,
- Plan, direct and coordinate activities specific to facility project requirements and ensure that goals/objectives are accomplished within time frames and funding parameters
- Manage staff,
- Ensure the security of employees and ARC properties.

Requirements:

- A Degree in Facility Management or related profession i.e. building/engineering or infrastructure environment,
- A postgraduate qualification will be an advantage,
- Experience and exposure to an agricultural facility research farms and laboratories of a medium-large facility,
- 5 years' experience in a management position, preferably in a research environment.
- A proven track record of supervising staff,
- Excellent interpersonal, Communication and planning skills.



Enquiries: Dr M Mulumba, Tel: (012) 529-9338

CLOSING DATE FOR APPLICATIONS: 11 OCTOBER 2021

A competitive remuneration package will be congruent with the scope, responsibilities and the stature of the position. The appointment will be subject to a positive security clearance and preference will be given to South African citizens.

Applications accompanied by covering letter, detailed CV (Including certificates, supporting documents, copy of driver's license and nationality. NB: Non-RSA Citizens/work permit holders must attach certified copies) as well as the names and particulars of three (3) traceable referees must be e-mail to OVICV@arc.agric.za

SAQA evaluation report must accompany foreign qualifications. Incomplete applications will not be considered. Applicants who do not receive any response four (4) weeks after the closing date must regard their applications as unsuccessful. The Agricultural Research Council is an equal opportunity employer and is committed to the principles and processes of Employment Equity. The company has the right not to appoint.

