

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.

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***The ARC-Institute for Fruit, Vine and Wine (ARC-Infruitec-Nietvoorbij) seeks to appoint a highly skilled, experienced and dynamic person to the following position-at Stellenbosch:***

### **Research Technician: Nematology**

**Salary (R247 537 – R371 307 per annum All-inclusive remuneration p.a)**

***Key Performance Areas:***

- Deliver technical assistance for research projects in the field of Nematology, as well as diagnostic and other services,
- Responsible for field and laboratory tasks generated by these projects, including trial site preparation, sampling, data collection, plant evaluations, nematode extractions from soil and plant material,
- The incumbent is expected to be able to recognize plant-parasitic nematode damage symptoms on deciduous fruit and vines in the Western Cape and, after the appropriate training, to be able to identify and quantify plant-parasitic nematodes in suspensions extracted from soil and plant materials,
- The incumbent will be expected to plan own work activities, coordinate work activities and supervise allocated resources, if applicable,
- The incumbent regularly reports back through verbal/written reports to the supervisor and other project leaders on work activities and results.
- Assist with the delivery of well-customised technology transfer/ training programs and effective transfer of technology and promotion in the form of products, services, literature, information days, training courses and other events according to client needs.



- Ensure cost-effective maintenance and utilisation of infrastructure through optimal application, maintenance, and effective stock control for execution of research projects.

**Requirements:**

- National Diploma (3 years) in crop protection and/or crop production or equivalent NQF5; plus 3 years applicable experience,
- Experience in crop protection will be an advantage,
- This post may require the incumbent to do field work in remote areas. Field trips may require occasional absence from home for 3 to 8 days at a time,
- Good written and verbal communication skills,
- Valid SA driver's license.
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**Enquiries: Dr R Knoetze, Tel: (021) 809-3461**

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***The ARC-Institute for Fruit, Vine and Wine (ARC-Infruitec-Nietvoorbij) seeks to appoint a highly skilled, experienced and dynamic person to the following position-at Nietvoorbij Research Farm: Stellenbosch***

**FARM SUPERVISOR: IRRIGATION AND AFFLUENT WATER MANAGEMENT X2**

**STELLENBOSCH X1 & ROBERSTON X1**

**Salary (R191 510 – R287 264 All-inclusive remuneration p.a)**

***Key Performance Areas:***

- Plan, co-ordinate, and effective use of personnel in a productive manner to ensure time management is adhered to,
- Function independently in the orchards and solve problems encountered,



- Record keeping of different timeous workloads and of people in the different blocks,
- Record keeping of all irrigation and fertilizer applications,
- Immediately report any problems, discrepancies, and damages to the Farm Manager,
- Apply, install and maintain irrigation systems according to schedules, plans and regulations,
- Assist with the installation of the New Trellis System and maintenance thereof,
- Pruning of fruit trees/vineyards, planting of new trees/vines and harvest of fruit according to set standards,
- Work overtime to optimise work,
- Comply with Occupational Health and Safety regulations,
- Manage Farm Assistants and other employees assigned to him/her,
- Assist with Performance Management of employees under direct supervision,
- Provide support to Research Projects,
- Drive a tractor with Tractor to monitor and manage irrigation.

**Requirements:**

- Grade 12 with 5 years work experience on application of irrigation and water management system on a farm or Grade 10 with 10 years work experience on application of irrigation and water management system on a farm,
- Valid Code B Licence.

**Enquiries: Mr G Kotze, Tel: (021) 809-3080 (Stellenbosch) & Mr SK Qotyiwe, Tel: (023) 626-3832 (Robertson)**

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***The ARC-Institute for Fruit, Vine and Wine (ARC-Infruitec-Nietvoorbij) seeks to appoint a highly skilled, experienced and dynamic person to the following position at Robertson Research Farm: Robertson.***

**FARM ASSISTANT**

**Salary (R107 288 – R160 932 All-inclusive remuneration p.a)**



**Key Performance Areas:**

- Pruning-, suckering and canopy management of fruit trees and harvesting,
- Assist with planting of trees, trellis systems, irrigation systems, forming of trees,
- Apply irrigation, fertilizers, chemical sprays, and cover crops as per instructions,
- Assist with the maintenance of security fences, trellis- and irrigation systems,
- Assist with general farm work,
- Monitoring of pest and deceases, security fences, irrigation probes,
- Aid Researchers with their tasks including collecting of soil, leaves, fruit, cover crops and prune cuttings,
- Assist maintenance team with repairs of farm buildings,
- Apply the health & safety requirements as expected from the work environment,
- Willing to work overtime to optimize work.

**Requirements:**

- Grade 6.
- Must be able to read and write,
- At least 5 years' experience working on a Fruit Farm.

**Enquires: Mr SK Qotywe, Tel: (023) 626-3832**

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***The ARC-Institute for Fruit, Vine and Wine (ARC-Infruitec-Nietvoorbij) seeks to appoint a highly skilled, experienced and dynamic person to the following position at Robertson Research Farm: Robertson.***

## **SECRETARY**

**Salary (R191 510 - R287 264 per annum All-inclusive remuneration p.a)**

### ***Key Performance Areas:***

- Render administrative support to the Facilities Manager,
- Render effective office administration, including accurate filing and quick retrieval of files and documents,
- Schedule daily maintenance, deploy tradesman and resources,
- Record all emergencies in alignment with SCM Policies and Procedures,
- Effective management of cleaning personnel and their outputs,
- Capture electricity reading of tenants and request invoices,
- Project Management of Hygiene Contract and consumables,
- Provide logistical arrangements which include travel arrangement and accommodation,
- Undertake basic financial administration including budget monitoring S&T, Requisitions and invoices,
- Attend to Procurement issues, manage daily logistics in the office of the Facilities Manager,
- Organise, coordinates, and takes minutes at meetings,
- Ensures compliance with SHE/OHS policies and procedures.

### ***Requirements:***

- Secretarial qualification or related qualification,
- 3 years' relevant experience in office management and administration,
- Computer literacy with proficiency in MS Office suite,
- Excellent interpersonal and communication skills,
- A Team Player with a positive attitude and the ability to work independently, accurately and reliably,
- A high degree of integrity and confidentiality as well as flexible approach to a busy workload,



- Strong organisational skills with an ability to multitask without losing the overview,
- Valid driver's licence.

**Enquires: Mr D Carter, Tel: (021) 809 3404/3301**

**CLOSING DATE FOR APPLICATIONS: 27 September 2022**

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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 **Infruiteccv@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.

