



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 Onderstepoort Veterinary Research (ARC– OVR) seeks to appoint a highly skilled, experienced and dynamic person to the following positions at Onderstepoort, Pretoria:

FACILITIES MANAGER

Key Performance Areas:

- Undertake effective asset management through the alignment of assets 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 the Occupational Health and Safety Act and relevant regulations 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, groundworks, 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:

- Degree in Facility Management or related profession, e.g. Building/Engineering or Infrastructure environment.
- Postgraduate qualification will be an added advantage.
- Experience in/exposure to an Agricultural facility (research farms and laboratories) of a medium-large facility.
- Minimum of 5 years of experience in a management position, preferably in a research environment.
- Experience in Facilities Management of an SA National Key Point will be an advantage.
- Excellent interpersonal skills.
- Proven track record of supervising staff.
- Communication and planning skills.
- Planning and Project Management Skills.
- Financial Planning and Negotiating Skills with the ability to manage a budget.



- Change Management and ability to drive change.
- Ability to search for solutions to seemingly complex issues.
- Ability to work effectively both in collaboration with other professionals/teams and also on own initiative.

Enquires: Mr D Nel, Tel: (012) 427 9731

CLOSING DATE FOR APPLICATIONS: 04 JULY 2022

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.

