



POST : GRADUATE PLACEMENT
DURATION: 12 MONTHS FROM 01 APRIL 2023 TO 31 MARCH 2024
STIPEND: PAYABLE ACCORDING TO AGRI-SETA RATES
CENTER: ARCADIA, PRETORIA – GAUTENG
REF No: Please quote Ref Number in line with the Graduate Placement you are interested in and please include on the subject line of your application for easy reference.

REQUIRMENTS

Applications are invited by the NAMC from unemployed South African Citizens aged between 18 and 35 years who have completed a B degree / National Diploma in the relevant fields as indicated here below. The graduates will receive monthly stipend.

A three (3) years qualification in the following:

REF. NO: GP INT001/2023

(X10) Graduate Agricultural Economics Core Divisions
National Diploma / Degree in Agricultural Economics / Agribusiness Management

REF. NO: GP INT002/2023

(X1) Graphic Design Qualification/Journalism Communications Unit
Diploma/Degree in Marketing Communication Science/Journalism/Public Relations
Certificate/Diploma/Degree in Graphic Design.

REF. NO: GP INT003/2023

(X2 Supply Chain Management: Supply Chain Management Unit
Diploma/Degree in Supply Chain Management

REF. NO: GP INT004/2023

(X1) Human Resources: Human Capital Division
Diploma/Degree in Human Resources Management or Administration

REF. NO: GP INT005/2023

(X1) Risk & Compliance: Risk and Compliance Unit
National Diploma/Degree in Risk and Compliance

REF. NO: GP INT006/2023

(X1) Financial Accounting: Finance and Admin Division
BCom Accounting Degree

REF. NO: GP INT007/2023

(X1) Information Technology, Finance and Admin Division and
National Diploma / Degree in IT or related Qualification

REF. NO: GP INT008/2023

(X1) Company Secretary and Legal Services
Diploma in Legal Studies, and Degree in Law (LLB)

SKILLS:

- Industry Acumen or Awareness
- Administrative including co-ordination and planning skills
- Excellent interpersonal and Analytical skills
- Good verbal and written communication skills
- Computer skills and Problem-solving skills
- Problem solving skills, Computer skills, Project Management skills,
- Coordination skills, Interpersonal and communication skills
- Teamwork
- Negotiation and Persuasion
- Willingness to Work Under Pressure
- Confidence in the field of study

BEHAVIOURAL ATTRIBUTES

- Ability to work independently as well as within a team,
- Ability to work well under pressure and after normal working hours
- Attention to details, Deadline driven

- Willingness to learn, Customer Focused,
- Details focused, Professionalism,

KEY DUTIES, EXPECTATIONS AND RESPONSIBILITIES

- Duties and responsibilities will be specified according to the division within the NAMC:

APPLICATION PROCESS:

All applications must be accompanied by a detailed CV and certified copies of qualifications (including Matric certificate), academic records and Identity Document sent to: hrrecruitment@namc.co.za, **closing date: 09 February 2023**. If you have not been contacted within three months of the closing date, please note that your application was unsuccessful. Short-listed candidates will be subjected to reference checks and qualification verification.

By applying for this position, you hereby acknowledge that you have read and accepted the following disclaimer as per the **Protection of Personal Information Act, Act 4 of 2013 (POPIA)**: I hereby consent for NAMC to process my personal information as part of the recruitment process, given that the NAMC shall take all reasonable measures to protect the personal information of applicants and for the purpose of this disclaimer “personal information” shall be defined as outlined in the POPIA.

Please visit www.namc.co.za or contact Katlego Shikwane at KShikwane@namc.co.za for further information. The NAMC reserves the right to withdraw, amend or not fill the position. **Compulsory: All applicants are required to indicate the Ref Number provided on the subject line of the e-mail. Applications sent without all the required documentation and the reference number will be disqualified.**