

<b>Job Title:</b>	<b>AAMP Project Manager</b>
<b>Type of Position</b>	<b>Internal Secondment</b>
<b>Reporting to</b>	<b>Chief Executive Officer</b>
<b>Based:</b>	<b>Pretoria</b>
<b>Reference No:</b>	<b>HRREC001/26</b>

### **Purpose of the Role:**

To ensure the effective management and efficient delivery of the Agriculture and Agro-processing Master Plan project and to provide project management support services throughout the project life-cycle.

### **Key Responsibilities:**

#### **1. Project Management**

- Provide project coordination and support in order to ensure the effective management and running of the project.
- Co-ordinate project activities of planning, monitoring and control as per the AAMP SLA to ensure successful delivery of the project.
- Develop project scopes and objectives, involving all relevant stakeholders and ensuring technical feasibility.
- Establish and monitor the project's financial expenditure and ensure the delivery of the project within budget.
- Develop and implement appropriate verification techniques to manage changes in project scope, schedule and implementation.
- Measure project performance using appropriate systems, tools and techniques.
- Oversee project procurement in line with the Supply Chain policies.
- Manage the day-to-day activities of the projects.

- Monitor and evaluate the implementation of the AAMP within the agricultural sector in line with the approved Agriculture and Agro-processing Master Plan.

## **2. Project Governance & Compliance**

- Maintain the strategic, operational and fraud risk registers related to the project.
- Maintain an inventory of internal controls and map them to key risk areas.
- Coordinate project governance activities, including meeting arrangements, preparation of presentations and quality control.
- Identify and escalate to project management challenges as required.
- Develop mitigation strategies/ action plans, in consultation with management, assigning timeframes for implementation.
- Escalate issues relating to non-compliance and effectively promote and practice good Corporate Governance.
- Establish and communicate the use of appropriate methodologies, tools and techniques to ensure that the AAMP complies with laws and regulations.
- Coordinate and provide administrative support to the risk unit.
- Maintain the risk incidents register, including inter alia records of insurance claims, litigation claims etc.

## **3. Stakeholder Engagement & Reporting**

- Build relationships with management and stakeholders.
- Develop project stakeholder database and update when necessary.
- Develop a project communications plan.
- Attend meetings, workshops and conferences in relation to the AAMP.
- Report project progress to relevant stakeholders.

**Key Competencies:**

- Knowledge of relevant legislation, regulations and prescripts.
- Knowledge of word processing and spreadsheet software, including Word and Excel, and PowerPoint.
- Quality Management Systems, Contract Management, Project management methodologies, Project Management Support skills, Financial Management skills, Time Management skills, Communication & writing skills

**Minimum Requirements:**

- A Masters Degree in Agricultural Economics or equivalent is a minimum requirement.
- 3-5 years' minimum experience in the Project Management environment.

To apply for the position, please forward CV to [hrrecruitment@namc.co.za](mailto:hrrecruitment@namc.co.za). Kindly quote “**AAMP Project Manager**” in the subject line when applying. Closing date: 19 January 2026. Only shortlisted candidates will be requested to submit certified copies of ID and Qualifications. If you have not been contacted within a month of the closing date, please note that your application was unsuccessful. Successful candidate will be subjected to reference checks and qualification verification prior to appointment.

NB: All applications without quoting “**AAMP Project Manager**” in the subject line will be automatically disqualified.

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](http://www.namc.co.za). The NAMC reserves the right to withdraw, amend or not fill the position.