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-Central Office (ARC-CO) seeks to appoint a highly skilled, experienced, and dynamic person to the following position at Hatfield, Pretoria:

LEGAL ADVISOR

Key performance areas:

Drafting/ Reviewing/ Vetting Agreements

- Draft, vet, analyse and review contracts.
- Review and update contract templates.
- Timeously attend to submissions received via Signing Hub.

Legal Advice to ARC user Departments

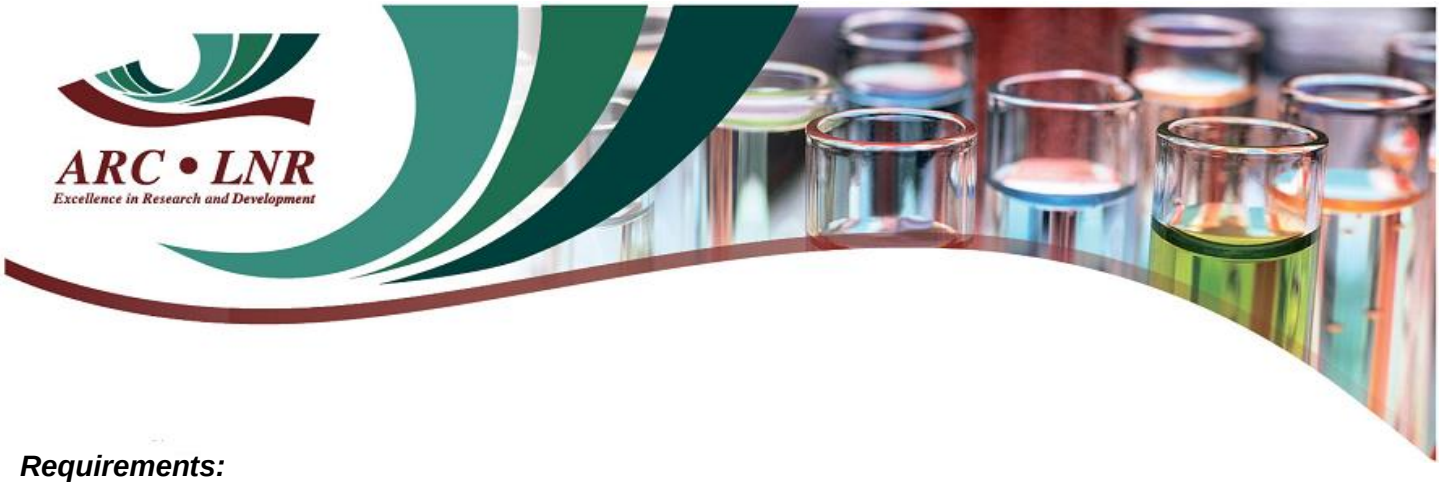
- Providing written legal advice and support to internal stakeholders as and when required.
- Provide urgent comments, opinion and/or support on latest legal developments affecting or having an impact on the business of the ARC.

Assist with Litigation Management

- Provide support regarding litigation for and against ARC.
- Providing support in the management of disputes prelitigation and avoiding costly litigation proceedings.

Assist with Budget, Audit, Risk and Stakeholder Management

- Budget Management.
- Audit Management.
- Risk Management.
- Stakeholder Management.



Requirements:

- A Bachelor of Laws (LLB) or equivalent bachelor's degree in law.
- At least 3 years post admission experience as a practicing attorney or working in a legal advisory capacity with exposure to contract drafting, litigation, legal research, and opinions.
- Proficiency in Ms Office Suite.
- Problem-solving, analytical skills and knowledge of the industry within which the ARC operates.
- The ability to work under pressure.
- Ability to think critically, be assertive and show leadership and decisiveness.
- Admission as an Attorney of the High Court of South Africa.

Enquiries: Ms Tshililo Mabirimisa, Tel: (012) 427 9714

CLOSING DATE FOR APPLICATIONS:10 JULY 2024

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 designated groups in terms of the ARC Employment Equity Plan. Permanent appointments are subject to six (6) months' probation period. The Agricultural Research Council is an equal opportunity employer and is committed to the principles and processes of Employment Equity Act.

Applications accompanied by covering letter, detailed CV (Including certified copies of certificates, supporting documents, copy of driver's license) and at least three contactable referees must be attached on the form.

NB: Non-RSA citizens with work permit must attach certified copies as well.

- Click on the link to apply. https://forms.office.com/r/tp9WBum478

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 company has the right not to appoint.