



RICHARDS BAY

JOB OPPORTUNITY: INSPECTOR / MANAGER AT RICHARDS BAY SPCA & SURROUNDING AREAS

The Richards Bay SPCA is looking for a dedicated and compassionate individual to take on the dual role of Inspector and Manager.

Our organisation serves a wide area that includes the city of Richards Bay and numerous surrounding rural communities, many of which are economically challenged and difficult to access. We are committed to protecting the welfare of all animals and preventing cruelty in all its forms.

Being located on the coast our work often extends to marine wildlife, including responding to stranded or distressed animals along the shoreline. We are privileged to operate in a region rich in natural wildlife, and our role is critical in safeguarding the animals that roam freely in this environment.

If you are passionate about animal welfare and ready for a role that is both rewarding and demanding, we encourage you to apply.

KEY RESPONSIBILITIES

- Assist the Committee with reporting and statistics as required from the operational side;
- Support Outreach programmes and assist with fundraising initiatives;
- Conduct inspections and respond to complaints and calls regarding animal welfare;
- Educate the public and raise awareness about responsible pet ownership and animal rights;
- Prevent cruelty and actively promote the welfare of all animals, including wildlife;
- Pursue prosecution in cases of animal cruelty in accordance with NSPCA and legal guidelines through to finalisation of cases;
- Manage operational and office staff under the guidance of the Chairperson and Committee.

CANDIDATE REQUIREMENTS

- **Qualifications:** NSPCA Inspector qualification and a minimum of Grade 12 (Std 10);
- **Experience:** At least 5 years in a similar role, and must have prior experience in animal welfare;
- **Languages:** Proficiency in English (spoken and written); isiZulu and Afrikaans will be an added advantage;
- **Animal Affinity:** Genuine love for and understanding of all animals;
- **Communication:** Excellent verbal and written communication skills;
- **Computer Literacy:** Basic computer skills; able to handle administrative tasks and reports;
- **Work Ethic:** Self-motivated, proactive, and thorough in task completion;
- **Teamwork:** Able to follow instructions, work independently, and function effectively within a team;
- **Health:** Physically and mentally fit for the demands of the role;
- **Discretion:** Able to handle sensitive information with integrity and confidentiality;
- **Conduct:** Must maintain sober habits, be well-presented, and take pride in personal appearance thereby upholding the reputation of the organisation;
- **Driver's License:** Valid Code EB (08) license;
- **Police Clearance:** A current Police Clearance Certificate is essential;
- **Availability:** Willing to work irregular hours, including weekends, evenings, standby and overtime;
- **Public Interaction:** Able to engage calmly and effectively with the public and animals, even under pressure.

SALARY & APPLICATION DETAILS

- **Remuneration:** Market-related salary ranging between R7,000 – R14,000 per month before deductions, depending on experience and qualifications;
- **Application:** Please email your CV to chairman@spcarbay.co.za
- **Closing Date:** 31 July 2025.

NOTE: If you do not hear from us within two weeks of the closing date, please consider your application unsuccessful.

This is a meaningful opportunity to contribute to animal protection and community outreach in a diverse and dynamic environment. If you meet the requirements and are committed to upholding the highest standards of animal welfare, we encourage you to apply.