

DEPARTMENT OF ENVIRONMENTAL AFFAIRS AND TOURISM

The National Department of Environmental Affairs and Tourism is an equal opportunity, affirmative action employer. It is our intention to promote representivity (race, gender and disability) in the Department through the filling of this post and candidates whose appointment/promotion/transfer will promote representivity will receive preference.

NOTE : Application must be submitted on form Z83 and should be accompanied by certified copies of qualifications as well as a comprehensive CV in order to be considered, It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Correspondence will be limited to successful candidates only. If you have not been contacted within 3 months after the closing date of this advertisement, please accept that your application was unsuccessful.

MANAGEMENT ECHELON

POST 23/38 : **SENIOR POLICY ADVISOR: INTERNATIONAL CHEMICALS & WASTE COOPERATION REFERENCE NO: AP 529/2009**
Component: Specialist Unit: International Co-operation

SALARY : R615 633 (All inclusive remuneration package)

CENTRE : Pretoria

REQUIREMENTS : A three year degree/diploma in environmental management/science or an appropriate equivalent qualification and relevant extensive experience and an understanding of chemicals and waste issues (globally, regionally and locally); Experience in international liaison and co-ordination and awareness of SA and government's priorities would be an added advantage ; Proven strategic management and leadership skills ; Knowledge of public service regulatory frameworks, including Public Service procedures and Departmental Policies; Good communication (written and spoken) and negotiations skills ; Good skills in policy development and implementation ; Computer literacy and financial management skills ; Ability to work under pressure and willingness to travel nationally and internationally.

DUTIES : The successful candidate will be required to provide overall management and leadership to the Directorate and perform the following key functions: Engage nationally and internationally in chemicals and waste programmes and negotiations and coordinate integration of outcomes of international agreements into national implementation. It includes management of the following: Policy position research, preparation and stakeholder consultation on the formulation of South African positions on chemicals and waste in the relevant multi-lateral forums and partnerships; Negotiation of South African positions on chemicals and waste in the relevant multi-lateral forums and partnerships; Shaping of and lobbying for South African foreign policy on chemicals and waste in the relevant multi-lateral forums and partnerships; Formulation and approval of recommendations for integrating the implementation of multi-lateral chemicals and waste agreements into national implementation strategies and action plans; Coordination of the preparation of and stakeholder consultation in the formulation, ongoing review and reporting on implementation of multi-lateral chemicals and waste agreements, strategies and action plans

ENQUIRIES : Ms J Beaumont, tel no. 012-310-3637

APPLICATIONS : To the Director-General, Department of Environmental Affairs and Tourism, Private Bag X447, Pretoria, 0001.

FOR ATTENTION : Mr T Koena

CLOSINGDATE : 25 June 2009

OTHER POSTS

POST 23/39 : **POLICY ANALYST: INTERNATIONAL CLIMATE CHANGE ADAPTATION**
REFERENCE NO: AP 530/2009
Component: Specialist Unit: International Co-operation

SALARY : R407 745 per annum (All inclusive remuneration package)
CENTRE : Pretoria
REQUIREMENTS : A three year degree/diploma in environmental sciences or a relevant equivalent qualification. Relevant experience in international liaison and co-ordination and awareness of SA and government's priorities will be an added advantage; Understanding and knowledge of environment and climate change adaptation issues (locally ,regionally and globally); Good skills in policy development and implementation Ability to develop and interpret policies ; Ability to conduct research, gather and analyze information and draft documents; Good communication skills (written and spoken); Good negotiation and advocacy skills, Financial management skills Good computer skills and use of standard software packages ; Ability to work under pressure ; Willingness to travel nationally and internationally.

DUTIES : The successful candidate will be responsible for the following key performance areas: Conduct research and prepare policy discussion documents, project proposals and implementation reports; Facilitate stakeholder consultations and lobbying necessary for the formulation of negotiating positions and reporting on the environment and climate change adaptation programmes; Research and prepare policy and discussion documents to inform South African negotiating positions for climate change in the relevant multilateral institutions, organizations, forums and partnerships; Prepare policy and discussion documents for stakeholder consultation to inform South African foreign policy on climate change and related issues and the integration of these into the cluster priorities and work programmes; Provide secretariat support for and represent the Department at the planning, preparatory, negotiating delegation, implementation and monitoring and evaluation meetings related to South Africa's engagement in climate change and related issues; Facilitate arrangements for and conduct research to inform stakeholder consultation in the formulation, ongoing review of South African climate change adaptation and national implementation strategies and action plans; Provide and facilitate arrangements for the implementation, monitoring, evaluation on implementation of climate change adaptation programmes and compile reports thereon; Provide support to the delegation attending the negotiations; Coordinate reporting on climate change and related issues.

ENQUIRIES : Ms D Ramalope, tel no. 012-310-3515
APPLICATIONS : To the Director-General, Department of Environmental Affairs and Tourism, Private Bag X447, Pretoria, 0001.

FOR ATTENTION : Mr T Koena
CLOSINGDATE : 25 June 2009

POST 23/40 : **POLICY ANALYST: AFRICA REFERENCE NO: AP 531/2009**
Component: Specialist Unit: International Co-operation and Resources

SALARY : R407 745 per annum (all inclusive remuneration package)
CENTRE : Pretoria
REQUIREMENTS : A three year degree/diploma in international relations, environmental science or a relevant equivalent qualification plus extensive experience in international liaison and co-ordination and awareness of SA and government's priorities; Good understanding and knowledge of environment and development issues (globally, Africa and SADC) ; Good skills in policy development and implementation Ability to develop and interpret policies ; Ability to conduct research, gather and analyze information and draft documents; Good communication skills (written and spoken); Good negotiation and advocacy skills, Good computer skills and use of standard software packages ; Ability to work under pressure ; Willingness to travel internationally

DUTIES : The successful candidate will be responsible for the following key performance areas: Conduct research and prepare policy discussion documents, project proposals and implementation reports on Africa and SADC environmental

initiatives; Facilitate stakeholder consultations and lobbying for the formulation of negotiating positions for and reporting on Africa and SADC Environmental meetings; Conduct research for the implementation of the African and SADC climate change and related environmental programmes and projects; Research and prepare policy and discussion documents to inform South African negotiating positions for African multi-lateral and bilateral cooperation on environmental agreements and partnerships; Facilitate stakeholder consultation and reporting processes ; Provide support for the implementation, monitoring, evaluation of environmental programmes and projects related to Departmental, SADC and African multi-lateral and bilateral cooperation agreements and partnerships; Provide secretariat support for and represent the Department at national and international meetings ; Provide and facilitate arrangements for the implementation, monitoring, evaluation on implementation of SADC and African multi-lateral and bilateral cooperation environmental agreements and partnerships and compile reports .

ENQUIRIES : Mr Stuart Mangold, tel no. 012-310-3244
APPLICATIONS : To the Director-General, Department of Environmental Affairs and Tourism, Private Bag X447, Pretoria, 0001.
FOR ATTENTION : Mr T Koena
CLOSING DATE : 25 June 2009
NOTE : Shortlisted candidates will be subjected to screening and security vetting to determine the suitability of a person for employment. Senior Management candidates will be subjected to a competency assessment and the signing of an employment contract and a performance agreement

POST 23/41 : **DEPUTY DIRECTOR: TOURISM POLICY DEVELOPMENT AND PLANNING (AP92/2009)**

SALARY : R 344 052 per annum (All inclusive remuneration package)
CENTRE : Pretoria
REQUIREMENTS : A three year degree/diploma in Public Administration or Public Policy Development or an appropriate equivalent qualification; A relevant post graduate qualification will be an added advantage ; Relevant experience and skills in public policy development and implementation; An understanding and knowledge of trends in tourism policy development, i.e. Tourism White Paper, Tourism Act and other tourism policies; Good research skills and the ability to interpret legislation; Advanced negotiations and presentation skills; Computer literacy ; Good report writing skills, planning and project management skills.

DUTIES : Conduct research on tourism policy and prepare policy discussion documents; Coordinate the development of National tourism frameworks and strategies; Analyse global tourism trends in order to determine their implications for the tourism sector in South Africa; Review of current practices and assess effect towards tourism growth; Coordinate stakeholders' consultation processes to ensure industry participation in the development of tourism policies and plans; Assist in drafting policy directives that promotes the spread of tourism benefits; Establish intergovernmental and interdepartmental cooperative forums to eliminate barriers to tourism growth; Represent the department in Provincial and Local Government Planning forums; Provide support on the management of resources within the Directorate in line with appropriate legislation.

ENQUIRIES : Mr P Mathebula, Tel (012) 310 3614
APPLICATIONS : To the Director-General, Department of Environmental Affairs and Tourism, Private Bag x 447, Pretoria, 0001.

FOR ATTENTION : Ms K Selemela
CLOSING DATE : 25 June 2009

POST 23/42 : **SENIOR LEGAL ADMINSTRATION OFFICER (MR-6) (MCM 514/2009)**

SALARY : Minimum R219 234 – Maximum R535 287 (Based on year's of experience)
CENTRE : Cape Town
REQUIREMENTS : An LLB Degree. At least eight (8) years appropriate post graduate experience in one or more of the following areas: Environmental Law, Law of Evidence, Crimininal Procedure Act, Criminal Law, Interpretation of statutes. Proficiency in prosecuting, guiding investigation and giving advice in complex & more difficult

environmental legislation matters (which may be dealt with Regional & High courts). Experience in plea bargaining processes. Proven Supervision / Management experience. Valid driver's license. Able to act independently without constant supervision.

DUTIES : Study case docket; decide on the institution of and conduct criminal proceedings of Environmental crimes in terms of Marine Living Resource Act, 18 of 1998 and all other Environmental Legislation. Must have good skills in order to draft charge sheets and memoranda; Assist the prosecutors in presenting the state case in court where the matters are of a complex nature; provide guidance and assistance to Fishery Control Officials. Consult with departmental officials in preparation for court. Must be able to display sound negotiation skills with other role players during investigations. Attend to and provide guidance and assistance with legal issues in the day to day functioning of the Chief Directorate. Must be able to provide guidance and support to officials in court proceedings and criminal investigations. Provide guidance, assistance and support in securing a successful prosecution of environmental matters; mentor and train other officials in the Chief Directorate. Perform administrative duties; promote partner integration, community involvement and customer satisfaction in conjunction with partners of the Chief Directorate and officials in the Criminal Justice System.

ENQUIRIES : Ms S. Leseke Tel: +(21) - 402 3550

APPLICATIONS : To the Deputy Director-General: Marine and Coastal Management, Department of Environmental Affairs and Tourism, Private Bag x 2, Roggebaai, 8012.

FOR ATTENTION : 6th floor Registry: Integrated HRM

CLOSING DATE : 22 June 2009

NOTE : Short-listed candidates will be subjected to screening and security vetting to determine the suitability of a person for employment.

POST 23/43 : **MARINE RESEARCH TECHNICIAN II – OFFSHORE RESEARCH (MCM 515/2009)**

SALARY : R 217 482 per annum (All inclusive package of R 295 978 per annum)

CENTRE : Cape Town

REQUIREMENTS : A 3-year National Diploma in Oceanography or equivalent, relevant qualification. Experience in using databases, preferably MS Access. Exposure to supervision and ability to train and mentor junior personnel. In depth knowledge of ecology and biology of demersal resources. Computer literacy, sound organizational and planning skills, technically minded, good verbal and written communication skills. Valid unendorsed drivers' license. Ability to work individually and to lead a team, ability to work systematically and thoroughly, ability to work under extreme pressure, ability and willingness to work at sea (Ability to go to sea will be subject to the South African Maritime Safety authority medical examination, which is required by law), ability to work away from home for extended periods.

DUTIES : Collection, processing and analysis of fishery related, biological and distributional data. Manage the maintenance of databases by supervising input of data and the analysis and generation of required reports. Participate in discharge monitoring of catches for species & size composition data from relevant fisheries. Play a leading role in research activities at sea, in the field and in the laboratory. Supervise and manage the sections assets and equipment. Determine and supervise the control/procurement and maintenance of research equipment. Day to day supervision of junior personnel. Transfer of skills and mentoring of internal junior technical staff. National, regional and international liaison.

ENQUIRIES : Mr. A.J. Matshili (Tel) 021 402 3105 or Ms. L.J. Rengqe-Nomxego (Tel) 021 402 3556

APPLICATIONS : To the Deputy Director-General: Marine and Coastal Management, Department of Environmental Affairs and Tourism, Private Bag x 2, Roggebaai, 8012.

FOR ATTENTION : HR Registry: Integrated Human Resources

CLOSING DATE : 22 June 2009

NOTE : Short-listed candidates will be subjected to screening and security vetting to determine the suitability of a person for employment. Senior Management candidates to be subjected to competency assessment, signing of an employment contract and performance agreement.

POST 23/44 : **PRINCIPAL ENVIRONMENTAL OFFICER: MARINE AQUACULTURE DEVELOPMENT (MCM 32/2009)**

SALARY : R 174 243 per annum (All inclusive)

CENTRE : Cape Town

REQUIREMENTS : An appropriate recognised three year qualification in Natural Science · Knowledge of the marine aquaculture sector and related practical experience · Knowledge of the marine and environmental legislation (MLRA, ICM Act & NEMA) · Knowledge of the regulations promulgated there under and departmental policies with special reference to marine aquaculture · Good communication skills (both verbal and report writing) with experience in stakeholder engagement · Experience in project management · Understanding of the work of the Department and government will serve as an advantage.

DUTIES : To render advice on aquaculture development and technological trends and considerations towards the implementation of the Marine Aquaculture policy and related strategies · Conduct assessment on industry performance for Marine Aquaculture initiatives · Coordinate the development of marine aquaculture zones and leasing of sea space · Coordinate the process for implementation of community based pilot projects · Provide technical input into the assessment of marine aquaculture applications · Promote awareness on marine aquaculture and disseminate information · Perform all administrative and related functions which would include compilation of reports and mentorship

ENQUIRIES : Ms M Thosago Tel (021) 402 3438

FOR ATTENTION : HR Registry: Integrated Human Resources

CLOSING DATE : 22 June 2009

APPLICATIONS : To the Deputy Director-General: Marine and Coastal Management, Department of Environmental Affairs and Tourism, Private Bag x 2, Roggebaai, 8012.

NOTE : Short-listed candidates will be subjected to screening and security vetting to determine the suitability of a person for employment. Senior Management candidates to be subjected to competency assessment, signing of an employment contract and performance agreement.

POST 23/45 : **PRINCIPAL ENVIRONMENTAL OFFICER: SHELLFISH MONITORING PROGRAMME (MCM 34/2009)**

SALARY : R 174 243 per annum (All inclusive)

CENTRE : Cape Town

REQUIREMENTS : An appropriate recognized three year qualification in Natural Science · Knowledge and understanding water quality monitoring, environmental monitoring, physical oceanography and database management. · Understanding of local and international food legislation pertaining to aquaculture products, in particular molluscan shellfish, and analytical methodologies applicable to food safety laboratories · Knowledge of the marine aquaculture sector and related practical experience · Knowledge of the marine and environmental legislation (MLRA, ICM Act & NEMA) · Knowledge of the regulations promulgated there under and departmental policies with special reference to marine aquaculture · Good communication skills (both verbal and report writing) with experience in stakeholder engagement · Experience in project management · Understanding of the work of the Department and government will serve as an advantage

DUTIES : To render technical advice towards the implementation of the South African Molluscan Shellfish Monitoring & Control Programme in order to provide the necessary guarantees of product quality and safety · Conduct monitoring and control of the Shellfish products · Undertake surveys of shellfish growing areas for compliance with shellfish safety laws and applicable regulations · Ensure compliance with permit conditions and growing area requirements for all shellfish farming areas · Ensure that shellfish harvesters and growers comply with production area management plan · Provide technical inputs towards the development and implementation of a water quality monitoring programme of shellfish production areas · Provide consultation and education to shellfish industry, public, and other governmental authorities · Perform all administrative and related functions which would include the compilation of reports and mentorship.

ENQUIRIES : Ms F Samodien Tel (021) 430 7023

APPLICATIONS : To the Deputy Director-General: Marine and Coastal Management, Department of Environmental Affairs and Tourism, Private Bag x 2, Roggebaai, 8012.
FOR ATTENTION : HR Registry: Integrated Human Resources
CLOSING DATE : 22 June 2009
NOTE : Short-listed candidates will be subjected to screening and security vetting to determine the suitability of a person for employment. Senior Management candidates to be subjected to competency assessment, signing of an employment contract and performance agreement.

POST 23/46 : **PRINCIPAL ENVIRONMENTAL OFFICER: SHELLFISH FARMING ENVIRONMENTAL MONITORING (MCM 36/2009)**

SALARY : R 174 243 per annum (All inclusive)
CENTRE : Cape Town
REQUIREMENTS : An appropriate recognized three year qualification in Natural Sciences or Environmental studies · Knowledge of environmental monitoring techniques for marine aquaculture (i.e. for cultivated shellfish farming species) · Knowledge of the environmental management and monitoring and related practical experience · Knowledge of the environmental and marine and coastal legislation and regulations applicable to marine aquaculture · Knowledge of coastal management processes and principles · Knowledge of the regulations promulgated there under and departmental policies with special reference to marine aquaculture · Good communication skills (both verbal and report writing) with experience in stakeholder engagement · Experience in project management · Understanding of the work of the Department and government will serve as an advantage

DUTIES : To render technical advice in regulating and monitoring the development of an environmentally sustainable Shellfish marine aquaculture industry in South Africa · Provide technical advice on the developments of environmental issues such as; assimilation capacity, site evaluations, impacts and assessments, eutrophication, harmful alga blooms for land and sea-based shellfish farming operations · Implement/apply environmental norms and standards, Better Management Practices · Implement of the Environmental Monitoring Plan (EMP) for marine aquaculture · Ensure compliance with permit conditions regarding environmental monitoring · Perform all administrative and related functions which would include the compilation of reports and mentorship.

ENQUIRIES : Ms F Samodien Tel (021) 430 7023
APPLICATIONS : To the Deputy Director-General: Marine and Coastal Management, Department of Environmental Affairs and Tourism, Private Bag x 2, Roggebaai, 8012.
FOR ATTENTION : HR Registry: Integrated Human Resources
CLOSING DATE : 22 June 2009
NOTE : Short-listed candidates will be subjected to screening and security vetting to determine the suitability of a person for employment. Senior Management candidates to be subjected to competency assessment, signing of an employment contract and performance agreement.

POST 23/47 : **NEAS ADMINISTRATIVE CLERKS (X 5): FREE STATE (1), KWAZULU-NATAL (2), MPUMALANGA (1) AND NORTH WEST (1) PROVINCES (12 MONTHS CONTRACT)**

SALARY : R94 326 per annum
CENTRE : Bloemfontein; Pietermaritzburg (Hilton); Richards Bay; Nelspruit, Mafikeng
REQUIREMENTS : An appropriate three year degree/diploma in Public Administration or a Grade 12 certificate plus relevant experience; Advanced computer literacy and relevant experience and/or training in data capturing; Experience in general office administration; Experience and/or knowledge of finance and procurement process and general knowledge of environmental management will serve as an added advantage; Good communication skills (written and verbal) ; Good analytical skills and an ability to pay attention to details; Ability to work individually and in team ; Ability to work under pressure ,multi tasking and self supervision

DUTIES : The successful candidate will be responsible for the following key performance areas: Capturing of environmental impact applications submitted in terms of the

environmental impact regulations; participate in the training of system users, liaise with end users. Preparation of monthly statistical and narrative monitoring reports; Provide general office administration support in the office i.e. filing and assisting on finance and procurement process ; correspondence/document management and assist in communication with clients and stakeholders.

ENQUIRIES

APPLICATIONS

FOR ATTENTION

CLOSING DATE

NOTE

- : Mr V Skosana: (012) 310 3773
- : To the Director-General, Department of Environmental Affairs and Tourism, Private Bag x 447, Pretoria, 0001.
- : Ms K Selemela
- : 25 June 2009
- : Candidates must indicate their centre of preference in their CVs.