

DEPARTMENT OF ENVIRONMENTAL AFFAIRS

The Department of Environmental Affairs 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.

NOTE : In order to be considered, applications must be submitted on a Z83 form, accompanied by all required certified copies of qualifications, Identity Document, proof of citizenship if not an RSA citizen and a comprehensive CV (including three contactable references), Correspondence will be limited to short-listed candidates only. If you have not been contacted within three months of the closing date of this advertisement, please accept that your application was unsuccessful. The Department reserves the right not to make an appointment. For more information, please visit our website at www.environment.gov.za. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA).

MANAGEMENT ECHELON

POST 02/01 : **DIRECTOR: INFORMATION TECHNOLOGY REF NO MCM 1/2010**

SALARY : R615 633 per annum (the flexible portion of the package can be structured according to the individual's personal needs)

CENTRE : Cape Town

REQUIREMENTS : Minimum: A Bachelor's degree in Information Technology or equivalent qualification and an ITIL certification plus extensive relevant management experience in Information Technology. Competencies: Good leadership qualities and a proven track record in Information Technology. Strategy formulation and implementation. Project and programme management. Research and policy development. Financial management. Thorough understanding of and experience in methodologies and technologies currently used in Information Systems as well as systems development and maintenance. Service level agreements and contract management. Infrastructure architecture. IT standards and best practices. Sound understanding of relevant and applicable legislation. Skills: Excellent managerial, planning and decision-making, communication and liaison, negotiation, analytical and interpersonal. Strong leadership and organisational abilities, Report writing, Client focused, Facilitation and presentation.

DUTIES : Promote effective management of Information Technology as an enabling strategic resource. Develop and maintain the departmental IT Infrastructure, including networks. Implement and enhance ICT security to protect the integrity of data. Develop and maintain Information Technology policies in line with departmental policies. Implement and integrate business ICT applications according to the Master Systems Plan. Manage Information Technology contracts and service level agreements with services providers. Establish and enterprise architecture. Implement IT standards and best practices. Manage the Directorate.

ENQUIRIES : Ms Sue Middleton Tel. 021-402 3564.

APPLICATIONS : Forwarded to the Deputy Director-General: Marine and Coastal Management, Department of Environmental Affairs, Private Bag X2, Roggebaai 8012

FOR ATTENTION : HR Registry: Integrated Human Resources.

CLOSING DATE : 01 February 2010

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

POST 02/02 : **SENIOR POLICY ADVISOR: INTERNATIONAL GOVERNANCE REF NO AP 500/2010**

SALARY : R615 633 per annum (all inclusive remuneration package)

CENTRE : Pretoria

REQUIREMENTS : Recognized Bachelor's degree or National Diploma in International Relations or an equivalent qualification; Extensive experience in international co-operation and relations; Knowledge and awareness of SA government's priorities; Proven strategic management and leadership skills; Experience and skills in public policy

development and implementation and an understanding of the work of Government and the various stakeholders; Good communication (verbal and report writing), negotiation and presentation skills; Knowledge and an understanding of public service regulatory frameworks will be an advantage; Ability to work under pressure; Valid driver's licence; Willingness to travel extensively both nationally and internationally.

DUTIES

: Manage, plan, co-ordinate and lead South Africa's environment related engagements in all international, regional and bilateral governance relations and related resource mobilization. Manage, co-ordinate and lead the preparation and stakeholder consultation in the formulation and approval of South African positions on all international, regional and bilateral governance relations● Manage, co-ordinate and lead the preparation, stakeholder consultation and lobbying for the integration of South African environment priorities into the agendas and programmes of multilateral environment organizations. Manage and co-ordinate the mobilization and deployment of resources to contribute to the achievement of national, sub-regional and regional implementation of environment priorities, programmes and projects from multilateral sources, Manage and co-ordinate the preparation and stakeholder consultation in the formulation, ongoing review and reporting on implementation by relevant stakeholders of the Departmental international governance policies, strategies and plans, Manage the staff of the International Governance specialist team.

ENQUIRIES

: Mr Z Fakir, Tel no. 012 310 3828

APPLICATIONS

: The Director-General, Department of Environmental Affairs, Private Bag X447, Pretoria 0001

FOR ATTENTION

: Mr G Ntshane.

CLOSING DATE

: 01 February 2010

NOTE

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