DEPARTMENT OF ENVIRONMENTAL AFFAIRS

OTHER POSTS

POST 15/01 : PROJECT COORDINATOR REF NO: (EP9002/2019)

SALARY : R316 791 per annum

CENTRE : North West
Northern Cape (X2 Posts)

REQUIREMENTS : An appropriate 3-year Bachelor’s Degree/National Diploma in Natural / Environmental Science. 3-5 Years’ experience in relevant field. Understanding of Project management. Knowledge of Alien vegetation control Sound project management skills, good communication skills and sound organisation and planning skills. Knowledge of Working for Water policies and procedures, knowledge of legislation relevant to alien vegetation control will serve as an added advantage. Knowledge of the Public Service and Departmental procedures and prescripts. Computer literacy, knowledge of the Public Finance Management Act (PFMA). People management, change management and empowerment skills. Valid driver’s license and willingness to travel and work long hours with limited supervision.

DUTIES : Provide project planning support services to the project by developing a strategic clearing plan and an Annual Plan of Operation (APO) for approval of budget allocation. Facilitate the implementation of project plans through the establishment of project advisory committees. Monitor implementation of project plans by conducting site audits to ensure compliance with Working for Water policies/standards, health and safety prescripts and various environment and agriculture legislation which govern alien vegetation control. Render project close out services by conducting final site inspections and facilitating in the handing over of cleared land to the land user.

ENQUIRIES : Mr V Lubisi Tel No: (012) 252 1025/ 012 252 0263-North West
Mr M Ntsieni Tel No: (053) 8367639-Northern Cape

APPLICATIONS : Director-General, Department of Environmental Affairs, Private Bag X4390, Cape Town, 8000 or hand-deliver to 14 Loop Street, Cape Town.

FOR ATTENTION : Human Resource Management

NOTE : Must be submitted on a Z83 form with a copy of a comprehensive CV, certified copies of qualifications and ID document 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. The persons appointed to this position will be subjected to a security clearance. The department reserves the right not to make an appointment. No faxed, e-mailed and late applications will be considered. If you have not been contacted within three 3 months after the closing date of the advertisement, please accept that your application was unsuccessful. For more information regarding the requirements and duties in respect of each position, please visit our website at www.environment.gov.za. Click on vacancies and ensure you follow the correct link to the position of interest.

CLOSING DATE : 13 May 2019

POST 15/02 : SENIOR HEALTH AND SAFETY OFFICER (X2 POSTS)

SALARY : R316 791 per annum

CENTRE : Limpopo (Based in Polokwane) Ref No: EP01/2019 (X1 Post)
North West (Based in Brits) Ref No: EP02/2019 (X1 Post)

REQUIREMENTS : National Diploma in Occupational Health and Safety/ Environmental / Risk / Quality Management or Equivalent qualification. 2-3 years’ experience in relevant field with extensive experience in project or programme safety planning, implementation and compliance assessments; Registration with SACPCMP will be of an advantage. Experience in the ISO 45001 (previously OHSAS 18001) and ISO 14001 will be of an advantage; Good communication and report writing skills; Computer literacy; People, change management and empowerment skills; Knowledge of all...
applicable legislation (e.g. Public Service Act, Departmental procedures and prescripts, Public Finance Management Act (PFMA, Health and Safety Act, Compensation for Occupational Injuries and Diseases Act, Environmental Management Act); Valid driver’s license and willingness to travel and work long hours with limited supervision.

**DUTIES**

The incumbent will be expected to undertake regular Occupational Health, Safety and Environment compliance site assessments, inspection and audits within a legislative framework; Attend OH&S meetings to monitor compliance and corrective actions. Complete task assessments, risk assessments and major incidents investigations and determine mitigation measures needed for OH&S interventions. Ensure compliance to COID; Make recommendations on relevant training and awareness campaigns to support Health and Safety. Write up safe work procedures and performance reports and engage with operations around the implementation of recommendations. Identify occupational health and safety interventions to address compliance shortcomings, Analyses quarterly self-assessment reports and recommend required intervention; Promote health and safety through competency checks, health and safety programmes and training; perform ad hoc duties as instructed by the relevant supervisor.

**ENQUIRIES**

Mr M Talip Tel No: 021 441 2769

**APPLICATIONS**

Director-General, Department of Environmental Affairs, Private Bag X447, Pretoria, 0001 or hand-delivered to: Environment House, Erf 1563 Arcadia Extension 6, Cnr Soutpansberg and Steve Biko Road, Arcadia, Pretoria.

**FOR ATTENTION**

Ms Lerato Ngobeni

**NOTE**

Application must be submitted on a signed and dated Z83 form with a copy of a comprehensive CV, certified copies of qualifications and ID document 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. Short-listed candidates will be subjected to screening and security vetting to determine their suitability for employment, including but not limited to: Criminal records; Citizen Status; Credit worthiness; Previous employment (reference checks); and Qualification verification. The persons appointed to this position will be subjected to a security clearance. All candidates shortlisted for SMS post will be subjected to a technical competency exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and technical exercise, the selection panel will recommend candidates to attend generic managerial competencies using the mandated DPSA SMS competency assessment tools. The Department reserves the right not to make an appointment. No faxed, e-mailed and late applications will be considered. If you have not been contacted within three (3) months after the closing date of the advertisement, please accept that your application was unsuccessful.

**CLOSING DATE**

13 May 2019