

## DEPARTMENT OF ENVIRONMENT, FORESTRY AND FISHERIES

- APPLICATIONS** : **Pretoria** must be submitted to the Director-General, Department of Environment, Forestry and Fisheries, For Attention: The Director: Human Resources Management, Private Bag X447, Pretoria, 0001 or hand-delivered to: Environment House, Erf 1563 Arcadia Extension 6, Cnr Soutpansberg and Steve Biko Road, Arcadia, Pretoria.  
**Cape Town, Bloemfontein, North West**, applications must be forwarded to: Private Bag X4390, Cape Town, 8000 or hand-deliver to 63 Strand Street, Cape Town.  
**Eastern Cape** (Bhisho Building) must be submitted to the Director-General, Department of Environment, Forestry and Fisheries, For Attention: The Director: Integrated Human Resources Management, Private Bag X7410, King Williams Town, 5605 or hand deliver at to Corner Independence and Circular Drive, Bhisho Building, 3rd Floor  
**KwaZulu-Natal** must be submitted to the Director-General, Department of Environment, Forestry and Fisheries, For Attention: The Director: Integrated Human Resources Management, Private Bag x 9029, Pietermaritzburg 3201 or hand deliver at to 185 Langalibalele Street, Old Mutual Building ,Pietermaritzburg 3201
- CLOSING DATE** : 07 December 2020
- NOTE** : Application must be submitted on a signed Z83 form obtainable from any Public Service Department and must be completed in full accompanied by certified copies of qualifications (Matric Certificate must also be attached) ID document, a valid Driver's License (all attached documentation must not be older than 6 months) together with the recent Curriculum Vitae in order to be considered. The National Department of Environment, Forestry and Fisheries is an equal opportunity, affirmative action employer. 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; Citizenship status; Credit worthiness; Previous employment (reference checks); and Qualification verification. Short-listed candidates will be expected to avail themselves at the Department's convenience. Entry level requirements for SMS posts: In terms of the Directive on Compulsory Capacity Development, Mandatory Training Days & Minimum Entry Requirements for SMS that was introduced on 1 April 2015, a requirement for all applicants for SMS posts from 1 April 2020 is a successful completion of the Senior Management Pre-Entry Programme as endorsed by the National School of Government (NSG). The course is available at the NSG under the name Certificate for entry into SMS and the full details can be obtained by following the below link:<https://www.thensg.gov.za/training-course/sms-pre-entryprogramme/> The successful candidate will be required to provide proof of completion of the NSG Public Service Senior Management Leadership Programme Certificate for entry into the SMS. Furthermore, candidates shortlisted for the SMS post will be subjected to a technical exercise that intends to test relevant technical elements of the job. Following the interview and the technical exercise, the Selection panel will recommend candidates to attend a generic managerial competency assessment in compliance with the DPSA Directive on the implementation of competency based assessments. The person appointed to this position will be subjected to a security clearance, the signing of performance agreement and employment contract. The department reserves the right not to make an appointment. If you have not been contacted within three 3 months after the closing date of the advertisement, please accept that your application was unsuccessful.

## MANAGEMENT ECHELON

<b><u>POST 26/13</u></b>	:	<b><u>DEPUTY DIRECTOR-GENERAL: FISHERIES MANAGEMENT REF NO: FM01/2020</u></b>
<b><u>SALARY</u></b>	:	R1 521 591 per annum. (An all-inclusive annual remuneration package) The remuneration package includes a basic salary (70% of package), State's contribution to the Government Employee Pension Fund (13% of basic salary) and a flexible portion which can be structured according to the individual's personal needs.
<b><u>CENTRE REQUIREMENTS</u></b>	:	Cape Town An undergraduate qualification and a post graduate qualification (NQF level 8) as recognised by SAQA. Applicants must have 8-10 years' experience at senior management level. Knowledge of the Marine Living Resources Act. Knowledge and understanding of the fishing industry, aquaculture and marine living resource management. Knowledge and understanding of international laws, agreements and commitments and their impact on fisheries will be an added advantage. Programme and Project Management skills. Service orientated. Sound organising, planning and leadership skills. Knowledge of HR management practices. Ability to develop, interpret and implement policies, strategies and legislation. Excellent communication, analytical, innovative, problem solving, and interpersonal skills. Knowledge of the Public Finance Management Act (PFMA) and Treasury Regulations Ability to work under pressure and long hours.
<b><u>DUTIES</u></b>	:	Provide strategic and policy leadership with regards to the development of the aquaculture industry, to enhance economic opportunities and growth, and sustainable resource management. Guide and promote ongoing research into fisheries-related resources and ecosystems, to enable resource protection, management and development. Ensure strategic and operational management of South Africa's marine living resources, through sound allocation, permitting, and management of resources. Ensure monitoring, control and surveillance of living marine resources. Coordinate the Department's participation in national, regional and international structures for the purpose of promoting and managing aquaculture and sustainable marine resources management, and ensuring sector transformation. Provide strategic direction and guidance with regards to the management of resources within the Branch.
<b><u>ENQUIRIES NOTE</u></b>	:	Mr G Ntshane Tel No: (012) 3998628 Candidates who responded to the initial advertisement need not re-apply as their applications will be re-considered.
<b><u>POST 26/14</u></b>	:	<b><u>DIRECTOR: RISK AND ETHICS MANAGEMENT REF NO: ODG05/2020</u></b>
<b><u>SALARY</u></b>	:	R1 057 326 per annum (all inclusive remuneration package)
<b><u>CENTRE</u></b>	:	Pretoria
<b><u>REQUIREMENTS</u></b>	:	An appropriate recognised Bachelor's degree in risk management, auditing, strategic management, public administration or equivalent qualification within the related field. (NQF Level 7). Affiliation with relevant professional bodies (IRMSA, IIA, Ethics). Certification as a Fraud Examiner or Ethics Officer will be an advantage. Minimum of 5 years' experience at a middle/senior managerial level. Proven extensive work experience in the fields of risk management, forensics, auditing and/or ethics management. Extensive knowledge of Public Finance Management Act, Treasury Regulations, Public Service Regulatory Framework, Public Sector Risk Management Framework, Prevention and Combating of Corrupt Activities Act, Public Service Anti-Corruption Strategy. Proven strategic management and leadership capabilities. Be well conversant with detection and investigation of fraud and corruption or integrity and ethics management. Experience and skills in development and implementation of policies, systems and procedures, excellent communication (both verbal and report writing), problem solving,

research, analytical and presentation skills Ability to apply policies, gather and analyse information, and work under pressure for extended periods of time.

- DUTIES** : The successful candidate will be responsible for providing overall management and leadership to the Directorate: Risk and Ethics Management and perform the following key functions: Develop, implement and maintain an enterprise risk management framework and supporting policies and procedures; Coordinate a risk management activities in the Department; Facilitate risk identification, assessment; and analysis; Facilitate the development and maintenance of a risk register; Monitor implementation of the risk register; Provide continuous advice and support to line managers on risk and ethics management matters; Effectively and efficiently manage ethics and fraud within the Department; Development of fraud and ethics management frameworks; Conduct investigations into allegations of unethical conduct, fraud and corruption; Provide reports to Management and the Audit and Risk Committee; Manage human and financial resources within the Directorate.
- ENQUIRIES** : Ms H Schoeman Tel No: (012) 399 9890

#### **OTHER POSTS**

**POST 26/15** : **DEPUTY DIRECTOR: VELDFIRES REF NO: FOM03/2020**

- SALARY** : R869 007 per annum (All inclusive package)  
**CENTRE** : Pretoria  
**REQUIREMENTS** : An applicant must be in possession of a Bachelor's degree in Forestry, Natural Resources Management, Environmental Sciences or Disaster Management plus appropriate management experience and should have been involved in policy development. A working knowledge of the National Veld and Forest Fire Act, 1998 (Act 101 of 1998) (NVFFA), National Forests Act, 1998 (Act 84 of 1988) (NFA), Disaster Management Act, 1998 (Act 57 of 2002) (DMA) and other related legislation. Sound understanding of environmental and/or disaster management legislation, the Public Financial Management Systems as prescribed by the Public Finance Management Act, 1999 (Act 1 of 1999), Treasury Regulations and other related legislation and policies. Good communication (verbal and written) and interpersonal skills. Computer literacy. Ability to work effectively with stakeholders across all levels within and outside the department. The ability to accept responsibility and management of human financial resources and State assets. Ability to work under pressure and extended working hours.

- DUTIES** : Administer the National Veld and Forest Fire Act, 1998 (Act 101 of 1998). Manage the development, implementation and amendment of the NVFFA and relevant policy instruments, including the development of regulations, guidelines and strategies. Manage veld fire risk profile, compliance promotion and enforcement of the NVFFA. Manage veld fire capacity building, fire awareness and advisory support within and outside the Department. Ensure effective communication with stakeholders in veld fire management. Provide support to international co-operations, forestry regions and other role-players in integrated fire management. Manage the assignment of powers, duties and functions to Provinces and other organs of State to promote co-operative governance. Manage the resources of the Sub-directorate (physical, human and financial).

**ENQUIRIES** : Mr AR Madula Tel No: (012) 309 5709

**POST 26/16** : **DEPUTY DIRECTOR: DEMAND MANAGEMENT REF NO: CFO09/2020**

- SALARY** : R733 257 per annum (all-inclusive remuneration package)  
**CENTRE** : Pretoria  
**REQUIREMENTS** : A recognized Bachelor's Degree or National Diploma in Logistics Management/ Supply Chain Management or equivalent relevant plus 3-5 years relevant working experience. Knowledge of demand and acquisition

management, procurement and business practices. Ability to establish and manage asset management system and controls. Knowledge of strategic planning and budgeting. Ability to control and manage the acquisition of services and assets of the Department, Ability to develop, interpret and apply policies, strategies and legislation, Advance skills in financial management and project management, Knowledge and understanding of PFMA and other Public service financial legislative frameworks, analytical and numerical skills; good report writing skills, interpersonal and problem solving skills.

**DUTIES** : The successful candidate will perform the following duties: Develop and implement demand management frameworks and strategies; ensure the consolidation of the procurement requirements from Branches in line with the strategic plan of the department timeously. Ensure a consolidated Procurement Plan for goods and services with critical delivery dates and the approval thereof on time and submission to National Treasury. Manage the implementation of Central Supplier Database; Facilitation of Bid Specification Committee meetings; Review and manage policies, instruction notes and supply chain performance; Monitor, analyse and implement SCM policies and National Treasury instruction notes. Review and implement sourcing strategy. Ensure sound governance and improved compliance with Supply Chain Management reporting requirement.

**ENQUIRIES** : Ms L Nesane Tel No: (012) 399 9045

**POST 26/17** : **DEPUTY DIRECTOR: INDIGENOUS FOREST MANAGEMENT REF NO: FOM01/2020**

**SALARY** : R733 257 per annum (All-inclusive package)

**CENTRE** : Makhado

**REQUIREMENTS** : Applicants must be in possession of a National Diploma or Bachelor Degree Forestry/Environmental Science/Management or equivalent qualification within related field with and 3-5 years relevant experience in related field. Extensive knowledge in commercial forestry The ability to interpret and apply related legislation and policies, including National Forestry Act, National Veld and Forest Fire Act, NEMA, NEMBA, Public Service Act, PFMA and Labour Relations Act. Knowledge of project management. Skills: Planning and Organising skills, Policy development and analysis, Leadership skills, Facilitation and Negotiation skills, excellent communication (verbal, presentation and report writing), problem solving skills. The incumbent must be able to work independently and efficiently under pressure. The candidate must have a valid driver's license and willing to travel.

**DUTIES** : The incumbent will be responsible for the management and development of policies, norms, standards, tools, and procedures for sustainable management of indigenous forests and woodlands. Develop and provide forest management guidelines, norms, best practice and assistance to the WIFM Limpopo and Mpumalanga region. Develop and review minimum criteria, indicators, and standards for sustainable management of indigenous forests and woodlands; Guide, inform and support monitoring and assessment of the performance of the regions against criteria, indicators and standard. Provide inputs into the development of national and regional strategies and programmes for sustainable management of woodlands and indigenous forests; Participate and submit technical inputs to national legislation/policies relevant to the Directorate; Disseminate technical and policy changes to relevant stakeholders (internal and external); Monitor the implementation of policies, strategies and programmes by the regions (WIFM); Interpret/ advise stakeholders (internal and external) on policies. Manage conservation planning and compliance with national and international biodiversity Management frameworks. Identify priority forests for protection and rehabilitation; Determine relative conservation and socio-economic values of forest patches as well as threats; Assist with the development, maintenance and

implementation of Regional Forest Management plans and other subordinate plans such as Forest Estate Operational plans, which include forest rehabilitation, environmental rehabilitation, species conservation, sustainable harvesting management, waste management, fire management and protection, infrastructure management, cultural site management, etc). Develop and monitor implementation of rehabilitation programs for degraded natural forests and woodlands. Promote the expansion of new woodland coverage, and where possible, the restoration of ancient woodland. Provide technical inputs towards the development of South Africa's position papers for United Nations Convention on Biological Diversity. Ensure Ecological forest monitoring. Conduct national Principle, Criteria, Indicators and Standards (PCI&S) audits. Compile and submit PCI&S audits reports, and ensure implementation of corrective actions. Contribute towards national monitoring framework and goal setting; Development of methodologies and programming; Carry out representative field sampling in selected sites; Set up a monitoring system, including registering the permanently established sample sites for periodic data collection; Update baseline information and assess change; Capture and analyze data, compile reports, and ensure development of geo-database; Identify forest research needs (at Forest Management Unit level) and commission research. Ensure Integrated Environment plan for indigenous forest and resources of the Sub directorate (Physical, Human & Financial): Ensure that site inspection is conducted. Analyze the impact of the environmental assessments. Make recommendations. Ensure proper utilization of the by monitoring & reporting expenditure. Monitor and ensure performance utilization of equipment and reporting thereof. Evaluate and monitor performance and appraisal of employees. Manage discipline.

**ENQUIRIES** : Dr. T.V Ramatshimbila Tel No: (012) 309 5716

**POST 26/18** : **DEPUTY DIRECTOR: NATIONAL FORESTRY ADVISORY COUNCIL**  
**SUPPORT REF NO: FOM02/2020**

**SALARY** : R733 257 per annum (All inclusive package)  
**CENTRE** : Pretoria

**REQUIREMENTS** : Applicants must be in possession of a national diploma/degree in forestry, economics, natural resources management, environmental management/science, development studies and/or policy studies. A post-graduate qualification will serve as an advantage. At least 5 years' experience in policy and strategy development/formulation and legislation. Sound understanding of the National Forests Act, 1998 (Act No 84 of 1998) and National Veld and Forest Fires Act, 1998 (Act No 101 of 1998). Understanding of the Public Management Act (PFMA) and Treasury Regulations. Skills: Planning and Organising skills, Policy development and analysis, Leadership skills, Facilitation and Negotiation skills, excellent communication (verbal, presentation and report writing), problem solving skills. The incumbent must be able to work independently and efficiently under pressure. The candidate must have a valid driver's license and willing to travel.

**DUTIES** : Manage, facilitate and provide technical advice to the National Forest Advisory Council (NFAC). Develop a cooperative governance framework within the national and international forest sector. Plan, facilitate and coordinate stakeholder participation in policy development process in line with the NFAC work programme. Manage financial administration services of the NFAC and the National Forest Recreation and Access Trust. Staff supervision & Provide administrative support services to the council.

**ENQUIRIES** : Mr AR Madula Tel No (012) 309 5709

**POST 26/19** : **CONTROL BIODIVERSITY OFFICER GRADE A: BIODIVERSITY**  
**ECONOMY REF NO: BC06/2020**

**SALARY** : R495 219 per annum (Total salary package of R676 744 per annum)

<b><u>CENTRE REQUIREMENTS</u></b>	<p>: Pretoria</p> <p>: An appropriate recognized four (4) year degree in Natural or Environmental Sciences or equivalent relevant qualification plus 6 years post qualification experience in related field. Knowledge of the Biodiversity Economy and sustainable development issues (globally, regionally and locally). Understanding of the Nagoya Protocol on Access and benefit-sharing arising from the utilisation of biological resources. Knowledge of intergovernmental institutional arrangements for biodiversity and sustainable development functions. Knowledge of sustainable utilisation of biodiversity and natural resource management. Knowledge of the natural resource use value-chains and valorisation through various government programmes to address national imperatives. Knowledge of the PFMA and related Supply Chain Management processes. Ability to conduct research, gather and analyse information. Good Data collection and analysis skills; Coordination skills; Organisational and planning. Good Communication skills (written and spoken). Programme and Project Management; Listening skills; Writing skills; Analytical skills; Decision-making skills; Report writing skills; Organisational skills; Computer Literacy. The incumbent must have the following abilities: Innovative and proactive; Ability to work long hours voluntarily. Ability to gather and analyse information; Ability to think analytically and application of problem solving skills; Proven leadership skills. Ability to develop and apply policies; Ability to work independently and in a team; Ability to lead multidisciplinary team; Good interpersonal relations skills; Ability to work under extreme pressure. Conflict management and resolution; Ability to organise and plan under pressure; Ability to collect and interpret information and reports; Interpersonal relations.</p>
<b><u>DUTIES</u></b>	<p>: Ensure promotion of improved Access, Fair and Equitable Sharing of Benefits arising from biological resources and their associated traditional knowledge promoted. Provide technical support in the coordination of the contribution of the biodiversity sector to the green economy activities. Provide technical support in the cooperation and liaison with other departments and stakeholders on all matters relating to pro-poor biodiversity activities, programmes and projects. Provide technical support in the development and implementation of mechanisms to promote the biodiversity economy and the sectors contributions to the Green Economy, including transformation.</p>
<b><u>ENQUIRIES</u></b>	<p>: Ms. N Feltman Tel No: (012) 399 – 8917</p>
<b><u>POST 26/20</u></b>	<p>: <b><u>CONTROL BIODIVERSITY OFFICER GRADE A: SAVANNA-GRASSLAND CLUSTER TFCAS REF NO: BC07/2020</u></b></p>
<b><u>SALARY CENTRE REQUIREMENTS</u></b>	<p>: R495 219 per annum (Total salary package of R676744 per annum)</p> <p>: Pretoria</p> <p>: An appropriate recognized four (4) year degree in Natural or Environmental Sciences or equivalent relevant qualifications plus 6 years post qualification experience in related field. Knowledge of the Biodiversity Economy and sustainable development issues (globally, regionally and locally). Understanding of the SADC Protocol on Wildlife Conservation and Law Enforcement. Knowledge of intergovernmental institutional arrangements for biodiversity and sustainable development functions. Knowledge of sustainable utilisation of biodiversity and natural resource management. Knowledge of the natural resource use value-chains through various government programmes to address national imperatives. Knowledge of the PFMA and related Supply Chain Management processes. The incumbent must possess the following skills: Data collection and analysis; Coordination skills; Organisational and planning skills; Communication skills (written and spoken); Programme and Project Management; Listening skills; Analytical skills; Decision-making skills; Report writing skills; Proven leadership skills; and Computer Literacy. The incumbent must have the following abilities: Innovative and proactive; Ability to work long hours and travel; Ability to gather and</p>

		analyse information; Ability to think analytically and application of problem solving skills; Ability to develop and apply policies; Ability to work independently and in a team; Ability to lead a multidisciplinary team; Ability to work under pressure; Conflict management and resolution; Ability to organise and plan; Ability to collect and interpret information and reports; Interpersonal relations skills; Initiative, responsibility and loyalty.
<b><u>DUTIES</u></b>	:	Represent the department in the relevant governance structures of TFCAs and provide policy guidance and implementation direction. Ensure that Integrated/Joint Planning takes place and production of annual action plans for the TFCAs. Support Integrated Regional Development through Cross Border Interventions. Support implementing agencies in Integrated Management by implementing joint action plans. Undertake Monitoring, Evaluation and Review of current and future projects within TFCAs.
<b><u>ENQUIRIES</u></b>	:	Ms. A Seepersadh Tel No: (012) 399 – 9529
<b><u>POST 26/21</u></b>	:	<b><u>ASSISTANT DIRECTOR: COMMERCIAL FORESTRY (X2 POSTS)</u></b>
<b><u>SALARY</u></b>	:	R470 040 per annum (Total salary package of R646 193 per annum/conditions apply)
<b><u>CENTRE</u></b>	:	Kei Area Ref No: FOM/04/2020 (X1 Post)
<b><u>REQUIREMENTS</u></b>	:	Matiwane (Eastern Cape) Ref No: FOM05/2020 (X1 Post) Applicants must be in possession of a National Diploma or Bachelor Degree in Forestry/Environmental Science or equivalent qualification within related field with 3 – 5 years' experience in Commercial Forestry. Knowledge of the National Forest Act, 1998 (Act 84 of 1998) and the National Veld and forest Fire Act, 1998 (Act 101 of 1998). Knowledge and understanding of ecological processes specifically related to Forestry. Knowledge of environmental legislations and its practical application. Good communication (verbal and written), problem solving, planning, organising and firefighting skills. Must have a valid driver's licence and willing to travel.
<b><u>DUTIES</u></b>	:	The incumbent will be responsible to develop and facilitate the implementation for growth strategy. Gather and analyse information. Provide necessary information that will facilitate decision making by management. Coordinate and facilitate the establishment of liaison forums. Liaise with stakeholders on issues affecting the sector. Provide secretariat support, coordinate post settlement matters. Gather/ collect information, ensure that all inputs are included in post settlement. Provide administration support services, organize and co-ordinate stakeholder participation, implement business plan for awareness campaign.
<b><u>ENQUIRIES</u></b>	:	Mr T.N Ngamile Tel No: (040) 940 4707 cell no: 082 802 6574
<b><u>POST 26/22</u></b>	:	<b><u>ASSISTANT DIRECTOR: FORESTRY REGULATION AND SUPPORT REF NO: FOM06/2020</u></b>
<b><u>SALARY</u></b>	:	R470 040 per annum (Total salary package of R646 193 per annum/conditions apply)
<b><u>CENTRE</u></b>	:	Bhisho
<b><u>REQUIREMENTS</u></b>	:	Applicants must be in possession of a National Diploma or Bachelor Degree in Forestry or equivalent qualification within the related field with 3-5 years' experience in Environmental Management/Science. Knowledge and understanding of policy management and regulatory processes, legal interpretation in terms of both National Forest Act (Act No. 84 of 1998) and National Veld and Forest Fire Act (Act No.101 of 1998), as well as land reform policies project and programme management. The preferred candidate must have good communication / interpersonal skills, excellent writing skills, presentation skills, negotiation and conflict resolution skills, analytical approach skill, leadership and management skills. Knowledge of Government Policies such as PFMA, etc. Monitoring and research skills. Geographic and Information System skills and knowledge. Must have valid driver's license and be willing to travel.

<b><u>DUTIES</u></b>	:	The incumbent will be responsible to implement the National Forest Act (NFA), by administration of licenses for all forms of forest resources and protected trees. Awareness raising and capacity building, Monitor compliance and ensure enforcement of the NFA. Provide technical inputs to Environmental Impact Assessments for development affecting natural forests and protected trees. The incumbent will also be responsible for implementing the National Veld and Forest Fires Act (NVFFA) by facilitating the establishment or amalgamation of Fire Protection Associations (FPA) and providing support towards their well-being, awareness raising, compliance and enforcement of NVFFA. The incumbent will also render administration support services such as organising and co-ordinating stakeholder participation; implement business plans for awareness campaigns as well as rendering general administration and management including staff supervision
<b><u>ENQUIRIES</u></b>	:	Ms N Mbananga Tel No: (040) 940 4706 Cell no: 066 375 0106
<b><u>POST 26/23</u></b>	:	<b><u>GISC TECHNICIAN CONTROL GRADE A REF NO: FOM25/2020</u></b>
<b><u>SALARY</u></b>	:	R446 202 per annum (Total salary package of R617 270 per annum)
<b><u>CENTRE</u></b>	:	Pretoria
<b><u>REQUIREMENTS</u></b>	:	Applicants must be in possession of a Bachelors degree/National Diploma in Geography/Environmental Sciences / Cartography / GISc with GIS or Information Management as a major subject (you are required to furnish a credit certificate and/or statement of results). Compulsory registration with the South African Geomatics Council as a GIS Technician (proof must be submitted) and advanced computer literacy, including knowledge of different GIS software applications. 6 years post qualification GISc technician experience or data management and natural forest resource management planning and implementation. Innovative, problem-solving and analysis, interpersonal and conflict management skills. Must have a valid driver's license and must be willing to travel.
<b><u>DUTIES</u></b>	:	Manage the GIS section of the Directorate: Forestry Regulation and Oversight. Provide geographical support service for data collection and map production for forest resources. Manage, maintain and monitor the spatial and non-spatial database for forestry. Manage forestry information including the design and development of geo-database for forestry inventories and forest monitoring system. Provide data collection standards and procedure for veld and forest fire risk mapping. Manage forest land use and forest land cover mapping using latest classification system. Prepare specification for acquisition of spatial data. Research and advise on new spatial technologies to improve forest mapping. Provide digital data and mapping and customise to meet clients' needs accordingly. Provide administrative and management support to GIS staff. Consult with clients/data custodians inside and outside of the Department of Environment, Forestry and Fisheries. Manage the operations of GIS equipment, software and Information Technology support. Render general administration.
<b><u>ENQUIRIES</u></b>	:	Mr AR Madula Tel No: (012) 309 5709 Mr JB Bester Tel No: (012) 309 5767
<b><u>POST 26/24</u></b>	:	<b><u>ASSISTANT DIRECTOR: FORESTRY LAND MANAGEMENT (X2 POSTS)</u></b>
<b><u>SALARY</u></b>	:	R376 596 per annum (Total salary package of R532 814 per annum/conditions apply)
<b><u>CENTRE</u></b>	:	Pietermaritzburg Ref No: FOM072020 (X1 Post) Western Cape (Knsyna) Ref No: FOM08/2020 (X1 Post)
<b><u>REQUIREMENTS</u></b>	:	An appropriate Degree/National Diploma in Forestry Management or equivalent qualifications and 3-5 years relevant experience in related field. Extensive knowledge of Land administration or Land reform administration, planning or research in commercial forestry. Knowledge of forestry sector and community dynamics. Sound knowledge of the RSA



cadastral and deeds systems. Administration and interpretation of the legal provisions of lease agreement and the applicable laws. The ability to interpret and apply related legislation and policies, including National Forests Act, National Veld and Forest Fire Act, NEMA, NEMBA, Public Service Act, PFMA, Land Reform Policy, Restitution Act, Extension of Security of tenure Act. Knowledge of project management. Skills: Planning and Organising skills, Policy development and analysis, Leadership skills, Facilitation and Negotiation skills, excellent communication (verbal, presentation and report writing), problem solving skills and computer skills. The incumbent must be able to work independently and efficiently under pressure. The candidate must have a valid driver's license (Code B)

**DUTIES** : Provide administration support in the monitoring of leased plantation areas. Conduct field assessments. Ensure compliance with forest best practices. Produce periodic compliance reports. Monitor the way in which resources are managed and utilised. Implement terms and conditions for lease agreement. Investigate the land reform issues affecting state forest land. Mediate disputes between tenants and tenure reform beneficiaries. Ensure compliance with land tenure policies. Work along with community liaison structures. Liaison with Land Reform Department / keep abreast of land policy development. Ensure fire protection breaks with communities. Ensure that tenants are putting in the fire protection plan and taking out fire insurance. Ensure that tenants comply with relevant lease. Ensure sound fire protection strategies and plans are in place and in line with existing legislation. Ensure compliance with NFA/ Lease on access / Access maps and rules. Ensure that rules and conditions consider the interest of both the tenant and the public. Ensure that rules and conditions contribute to reduction of public risks. Assist in the Transfer process or lease state assets to appropriate agencies or government departments. Maintain an asset register.

**ENQUIRIES** : Mr WM Rozani Tel No: (033) 3927700 Mr C Ndou Tel No: (012)309 5708/7/0760191221

**NOTE** : Interested candidates are requested to submit separate applications for each advert indicating the correct Reference number

**POST 26/25** : **ASSISTANT DIRECTOR: PLANNING REF NO: FOM09/2020**

**SALARY** : R376 596 per annum (Total salary package of R532 814 per annum/conditions apply)

**CENTRE** : Pietermaritzburg

**REQUIREMENTS** : Applicants must be in possession of National Diploma or Bachelor degree in Environmental Science or equivalent qualification within related field with 3-5 years' experience in forestry planning. Extensive knowledge in commercial forestry. The ability to interpret and apply related legislation and policies, including National Forestry Act, National Veld and Forest Fire Act, NEMA, NEMBA, Public Service Act, PFMA and Labour Relations Act. Knowledge of project management. Skills: Planning and Organising skills, Policy development and analysis, Leadership skills, Facilitation and Negotiation skills, excellent communication (verbal, presentation and report writing), problem solving skills and computer skills. The incumbent must be able to work independently and efficiently under pressure. The candidate must have a valid driver's license and be willing to travel.

**DUTIES** : The incumbent will be responsible for facilitating commercial forestry planning in the region. Develop the annual plan and the field work to carry out. Conduct growing stock inventories on systematic basis. Develop the harvesting schedule for the timber sales. Facilitate the sales on non-timer forestry product. Conduct stock enumeration and process data. Evaluate the fire damage in the plantation. Compile compartment lists to be enumerated. Compile felling, thinning, pruning and plantation schedules. Administer plantation activities in the region. Report on forestry activities. Provide inputs on management of forestry and timber sales in the region. Provide support on the development of the strategic plan of the estate.

Maintenance of regional commercial forestry database. Receive and analyse the permit requests. Assess the availability of request. Recommend the issuing of permits. Monitor and evaluate the compliance of the permit holder. Provide administration support service. Organise and co-ordinate stakeholders participation. Implement business plan for awareness campaign.

**ENQUIRIES** : Ms E Diphare, Tel No: (033) 3927700

**POST 26/26** : **ESTATE MANAGER (X5 POSTS)**

**SALARY** : R376 596 per annum (Total salary package of R532 814 per annum/conditions apply)

**CENTRE** : Kei Area Ref No: FOM14/2020 (X2 Posts)  
East Griqualand Ref No: FOM15/2020 (X1 Post)  
Matiwane Ref No: FOM16/2020 (X1 Post)  
Mpumalanga Ref No: FOM17/2020 (X1 Post)

**REQUIREMENTS** : Applicants must be in possession of a National Diploma or Bachelor Degree in Forestry or equivalent qualification within related field with 3-5 years' experience in commercial forestry. Knowledge and understanding of policy management and regulatory processes, legal interpretation in terms of both National Forest Act (Act No. 84 of 1998) and National Veld and Forest Fire Act (Act No.101 of 1998). Understanding of policy and legislation framework, sectorial legislator framework of forestry and labour in South Africa. Best Management Practices for Forestry. Environmental Management Systems. Good presentation skills, excellent verbal and written communication, analytical and problem solving skills, programme and project management, good interpersonal relations, negotiation skills. Computer skills in MS Office Software, a valid driver's licence and must be willing to travel.

**DUTIES** : The incumbent will be responsible for the management of commercial activities in an estate, implement short and long term plans for management of estates and forest resources, monitor and evaluate the compliance and services rendered by service providers, develop and manage the implementation of annual plan of operations (APOs), business plans and fire protection plans, review annual operational plans and ensure the implementation thereof. Manage forest protection activities, develop forest fire suppression strategies and fire management plans to prevent and combat veld and forest fires, ensure the implementation, enforcement and promotion of the National Forest Act (NFA) and National Veld Forest Fire Act (NVFFA). Liaison with stakeholders, provide technical advice to stakeholders. Manage environmental protection activities, manage stream flow reduction activities under water act, Staff Management, mentoring and coaching, training and development of staff.

**ENQUIRIES** : Mr T.N Ngamile Tel No: (040) 940 4707 cell no: 082 802 6574 (Eastern Cape)

**NOTE** : Mr Tshivhase Tel No: 70761185270 (Mpumalanga)  
Interested candidates are requested to submit separate applications for each advert indicating the correct Reference number

**POST 26/27** : **TRAINING ADVISOR INTEGRATED HUMAN RESOURCE MANAGEMENT REF NO: FIM14/2020**

**SALARY** : R316 791 per annum (Total package of R460 251 per annum/ conditions apply)

**CENTRE** : Cape Town

**REQUIREMENTS** : Applicants must be in possession of a National Diploma Diploma in Human Resources Management or Human Resources Development or equivalent qualification within related field plus minimum of 2 years' experience in the skills development environment and facilitation of the Compulsory Induction Programme (CIP) (proof must be attached). Knowledge of relevant legislation and prescripts. An understanding of the

Public Service Regulations. Computer literacy in MS Office software. Good presentation and interpersonal skills. The ability to work independently and under pressure. Good communication skills (verbal and written). Good planning and organising skills. A valid driver's licence (minimum Code 08) and willingness to travel.

**DUTIES** : The incumbent will be responsible for implementing Assist in development, implementation and administration of the Workplace Skills Plan. Conduct training needs analysis. Assist in coordination and administration of in-house training courses, seminars, workshops and conferences, Internships, Bursaries and internal mentorship programmes. Provide advice based on all training legislation and DEFF training policies. Assist with the creation and maintenance of the training database. Collect all course assignments or portfolios. Liaise with service providers and training beneficiaries regarding training logistics or other matters. Liaise with the relevant Sector Education and Training Authority (SETAs). Assist in day-to-day monitoring of courses or programmes. Draft the quarterly and annual training reports. Take minutes at the meeting held with stakeholders. Assist in establishing and monitoring AET programmes. Coordinate Leadership Programmes. Coordinate Management Development Programmes. Facilitate Induction and Orientation Programme. Evaluate the impact of training conducted. Coordinate and facilitate CIP. Assess CIP and POEs.

**ENQUIRIES** : Mr M. Beta Tel No: (021) 402-3368

**POST 26/28** : **SENIOR FORESTRY DEVELOPMENT OFFICER (X6 POSTS)**

**SALARY** : R316 791 per annum. (Total package of R460 251 per annum/ conditions apply)

**CENTRE** : Mthatha Ref No: FOM10/2020 (X1 Post)  
Bhisho Ref No: FOM11/2020 (X1 Post)  
Pietermaritzburg Ref No: FOM12/2020 (X1 Post)  
North West Ref no: FOM13/2020 (X1 Post)

**REQUIREMENTS** : Applicants must be in possession of a National Diploma or Bachelor's Degree in Forestry or equivalent qualification within related field with 1-2 years' experience in forestry development or forestry extension. Knowledge and understanding of the National Forest Act 1998 (Act 84 of 1998), the National Veld and Forest Fire Act, 1996 (Act 101 of 1996), PFMA and other related environmental legislation. Good presentation skills, excellent verbal and written communication, analytical and problem solving skills, programme and project management, good interpersonal relations, negotiation skills. Computer skills in MS Office Software, a valid driver's licence and must be willing to travel.

**DUTIES** : The incumbent will be responsible for implementing and providing technical advice and support in terms of greening programs or initiatives for institutional development. Conduct awareness campaigns on importance greening, forest enterprise development and non-timber forest products through the implementation of special events and programmes such as Arbor Month, Arbor City Awards and Edu Plant initiatives. Promote partnership between government, Non-Government Organisations (NGO's) and private individuals and communities to ensure long term commitment to land forestry programmes and incorporation of forestry programmes in IDP's. Render and facilitate support on the implementation of livelihood development programs or projects such as mushroom, bee keeping, and medicinal gardens etc. Render support on the implementation and establishment of forestry enterprise development initiatives, livelihoods of the people and new afforestation. Assist the communities with regard to the licensing of legal entities. Ensure forestry resources and services are effective, well managed and coordinated and aligned with the Strategic/Annual Business Planning processes and Forestry Policies. Provide general administration support services.

**ENQUIRIES** : Mr D Mtati Tel No: (040) 940 4704 Cell No: 060 973 8114 (Eastern Cape)  
Mr. S. Masuku Tel No: (033) (KZN)

<b><u>NOTE</u></b>	:	Mr C Ndou Tel No: (012)309 5708/7/0760191221 Interested candidates are requested to submit separate applications for each advert indicating the correct Reference number
<b><u>POST 26/29</u></b>	:	<b><u>SENIOR FORESTER (X4 POSTS)</u></b>
<b><u>SALARY</u></b>	:	R316 791 per annum (Total salary package of R460 251 per annum/conditions apply)
<b><u>CENTRE</u></b>	:	Katberg Plantation Eastern Cape Ref No: FOM18/2020 (X2 Posts) KZN (Qhudeni Plantation) Ref No: FOM19/2020 (X1 Post) Limpopo (Voorspoed) Ref No: FOM20/2020 (X1 Post) Free State Ref No: FOM21/2020 (X1 Post)
<b><u>REQUIREMENTS</u></b>	:	Applicants must be in possession of a National Diploma or Bachelor Degree in Forestry or equivalent qualification within related field with 2 or 3 years' experience in forestry environment, institution building and other related interests. Experience in the management of commercial forestry plantation. Knowledge and understanding of policy management and regulatory processes, legal interpretation in terms of both National Forest Act (Act No. 84 of 1998) and National Veld and Forest Fire Act (Act No.101 of 1998). Good communication, negotiation and team building leadership skills. Ability to use own initiative. Understanding of Department of Agriculture, Forestry and Fisheries' Policies. Understanding of Sustainable Forest Management and Management Practices for plantations. Must be computer literate and have valid driver's license be willing to travel.
<b><u>DUTIES</u></b>	:	The incumbent will be responsible for overseeing and rendering commercial activities in the plantations, implement operational plans for the plantations, Quality assure the work rendered by the service providers. Render forestry protection activities. Ensure protection of plantations from fires, livestock and pests. Assist with the implementation, enforcement and promotion of the National Act (NFA) and National Veld Forest Fire Act (NVFFA). Liaison with the stakeholders, provide technical advice to stakeholders, Render environmental protection activities. Manage stream flow reduction activities under water act, Plan and implement pest/disease control initiatives. Provide administration support services.
<b><u>ENQUIRIES</u></b>	:	Mr T.N Ngamile Tel No: (040) 940 4707 Cell No: 082 802 6574 (Eastern Cape) Ms Diphare Tel No: (033) 3927700 (KZN) Mr K.N Nemukula Tel No: (015) 519 3310 Cell No: 079-569-3315 (Limpopo) Mr C Ndou Tel No: (012)309 5708/7/0760191221 (Free State)
<b><u>NOTE</u></b>	:	Interested candidates are requested to submit separate applications for each advert indicating the correct Reference number
<b><u>POST 26/30</u></b>	:	<b><u>SENIOR FORESTRY REGULATIONS OFFICER (X3 POSTS)</u></b>
<b><u>SALARY</u></b>	:	R316 791 per annum (Total salary package of R460 251 per annum/conditions apply)
<b><u>CENTRE</u></b>	:	Mthatha Ref No: FOM22/2020 (X1 Post) Pietermaritzburg Ref No: FOM23/2020 (X1 Post) Limpopo (Polokwane) REF NO: FOM24/2020 (X1 Post)
<b><u>REQUIREMENTS</u></b>	:	Applicants must be in possession of a National Diploma or Bachelor Degree in Forestry or relevant equivalent qualification within related field, with 1-2 years relevant experience in forestry. Knowledge of the National Forest Act 1998 (Act 84 of 1998), the National Veld and Forest Fire Act, 1996 (Act 101 of 1996), PFMA and other related environmental legislation. Good presentation, excellent verbal and written communication, analytical and problem solving, programme and project management, good interpersonal relations, and negotiation skills. Computer skills in MS Office Software, a valid driver's license and must willing to travel.
<b><u>DUTIES</u></b>	:	The incumbent will be responsible for the implementation of the National Forest Act (NFA), by administration of licenses for all forms of forest

resources and protected trees. Monitor compliance and ensure enforcements of Acts. Implement activities to ensure concurrence management. Evaluation of Environmental Impact Assessments (EIA). The incumbent will also be responsible for implementing the National Veld and Forest Fires Act (NVFFA). This will be done by establishing the Fire Protection Association (FPA's), promotion of the wellbeing of the FPA's, implementation of intergraded veld fire management plan, implementation of NVFIS. The incumbent will also render administration support services such as organising and co-ordinating stakeholder participation as well as rendering general administration.

**ENQUIRIES** : Ms N Mbananga Tel No: 040 940 4706 Cell no: 066 375 0106 (Eastern Cape)

Mr WM Rozani Tel No: (033) 3927700 (KZN)

Ms. NA Mudau Tel No: (015) 287 9964 Cell no, 066 566 0640 (Polokwane)

**NOTE** : Interested candidates are requested to submit separate applications for each advert indicating the correct Reference number

**POST 26/31**

**ADMINISTRATIVE OFFICER REF NO: FOM26/2020**

**SALARY** : R257 508 per annum

**CENTRE** : Pretoria

**REQUIREMENTS** : Applicants must be in possession of a Grade 12 (Matric) Certificate or a tertiary qualification. Experience in an administration environment. Knowledge of meeting procedures, minutes taking and telephone etiquette. Good communication (written and verbal) skills as well as good interpersonal relations. Computer skills (MS Office software).

**DUTIES** : The incumbents will be responsible to provide management and support services to the directorate. Administering the directorate's budget. Assist with the compilation of the budget, Monitor and control the budget. Consolidate all the expenditure, compile expenditure reports, Administer S&T claims and other related expenditure. Coordinate, oversee and or administer human resources administration and development support services. Ensure that all HR matters are attended to e.g. leave register, advertising of posts, performance management, etc. Coordinate training and development including bursaries, assist with personnel administration, procurement of goods and service and asset management, order supplies (goods and services). Manage the stock register for the office. Liaise with different suppliers for obtaining quotations. Manage asset register and inventory. Oversee and or provide general office support services. Provide a secretarial service, arrange meetings, venues, accommodation and travel arrangements. Draft submission and memorandums. Coordinate and follow up reports. Record keeping and documents management.

**ENQUIRIES** : Mr AR Madula Tel No (012) 309 5709

**POST 26/32**

**GROUNDSMAN II**

**SALARY** : R102 534 per annum

**CENTRE** : Northern Cape

**REQUIREMENTS** : Applicants must be in possession of an ABET qualification, no experience required. Knowledge of operating elementary machines and equipment. Sound organising and planning skills, good communications skills, writing skills and computer skills. Good interpersonal relations. Ability to work long hours voluntary. The incumbent must have interest in plants and gardening.

**DUTIES** : The incumbents will be responsible with reparations of plant production seeds. Seeds collection. Cleaning of seeds. Seed pre-sowing treatment. Preparation of seedling trays. Sowing of seed. Preparation and sowing of cuttings. Ensure planting and transplanting of seedlings and trees. Filling of planting bags with soil. Prepare space in beds for transplanting. Transplanting of seedling from trays to bags. Transplanting of trees from small to bigger bags. Packing of transplanted trees. Provide general

labour in the nursery. Mixing of sand and compost. Manual and chemical weed control. Irrigation of seedlings and trees. Assist with stocktaking. Tagging of plants correctly. Check seedlings and plants for pests and diseases. Assist the customers coming to buy trees. Responsible for the tools allocated. Report any damage in the nursery to the Foreman. Ensure the use, cleaning and basic maintenance of tractor and dumper. Move sand and compost to the tables or beds. Move seedlings, crates and tree. Keep equipment and machinery clean after use.

**ENQUIRIES**

: Mr C Ndou Tel No: (012) 309 5708 Cell: 066 019 1221