

DEPARTMENT OF FORESTRY, FISHERIES AND THE ENVIRONMENT

- APPLICATIONS** : Director-General, Department of Forestry, Fisheries and the Environment, 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** : Human Resource Management
- NOTE** : Application must be submitted on a New signed Z83 form obtainable from any Public Service Department and must be completed in full, also accompanied by copies of all relevant qualifications (Matric Certificate must also be attached), ID document, a valid Driver's License (attached documentation need not be certified, certification will be requested when required) together with the recent Curriculum Vitae in order to be considered. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). The National Department of Forestry, Fisheries and the Environment is an equal opportunity, affirmative action employer. Preference may be given to appointable applicants from the underrepresented designated groups in terms of the Department's equity plan. Persons with disabilities are encouraged to apply. 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

- POST 33/33** : **DEPUTY DIRECTOR-GENERAL: FORESTRY MANAGEMENT (REF NO: FM02/2020)**
- SALARY** : 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.
- CENTRE** : Pretoria
- REQUIREMENTS** : An undergraduate qualification and a post graduate qualification (NQF level 8) as recognised by SAQA. Extensive experience in the relevant field. Applicants must have 8 -10 years of experience at senior management level. Knowledge and understanding of the State Forests Act, the National Forests Act (NFA) and the National Veld and Forest Fire Act (NVFFA). Ability to manage Units and plan for activities, including projects and policy matter. Ability to negotiate with high-level executives in public and private sector, to secure Government's

investments and opportunities. Ability to develop, interpret and apply policies, strategies and legislation. 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. Proof of completion of the Senior Management Pre-entry Programme as endorsed by the National School of Government (NSG).

DUTIES : Provide strategic and policy leadership with regards to sustainable forestry production and woodlands management. Oversee the administration of national forestry production and woodland regulatory services. Promote risk management to ensure sustainable forestry production, and woodlands management. Provide strategic direction and guidance with regards to the management of resources within the Branch. Oversee the management of forestry operations, transfers and land management. Oversee the Department's participation in national, regional and international structures for purposes of promoting and managing sustainable forestry production, and woodland management.

ENQUIRIES NOTE : Mr G. Ntshane Tel No: 012 3998628 / cell: 079 879 9656
Candidates who responded to the initial advertisement, which closed on 30 August 2021 are encouraged to re-apply.

CLOSING DATE : 04 October 2021

POST 33/34 : **CHIEF DIRECTOR: RISK AND ETHICS MANAGEMENT REF NO: ODG08/2021**

SALARY CENTRE REQUIREMENTS : R1 251 183 per annum, (An all-inclusive remuneration package)
: Pretoria

: An appropriate recognised undergraduate (NQF 7) in risk management, auditing, strategic management, public administration or equivalent relevant qualification as recognized by SAQA. Affiliation with relevant professional bodies (IRMSA, IIA, Ethics). Certification as a Fraud Examiner or Ethics Officer will be an advantage. Applicants must have 5 years of experience at senior management level. Proven extensive work experience in the fields of risk management, forensics, auditing and/or ethics management. Extensive knowledge of Public Sector Risk Management Framework, Public Service Anti-Corruption Strategy, Prevention and Combating of Corrupt Activities Act, Knowledge of professional standards of the Associations of Certified Fraud Examiners, Preferential Procurement Policy Framework Act, 5 of 2000, Public Service Regulatory Framework, Public Finance Management Act (PFMA) and Treasury Regulations. Proven Project and strategic management capability. An understanding of Government priorities, policies, legislation and principles and practice of Enterprise Risk Management. Excellent communication skills (both written and verbal), planning, facilitation and leadership skills. Ability to gather and analyse information, develop and apply policies. Ability to work under extreme pressure. Proof of completion of the Senior Management Pre-entry Programme as endorsed by the National School of Government (NSG).

DUTIES : Provide advice to enable the implementation and maintenance of systems to identify and mitigate risks threatening the attainment of objectives and the optimisation of opportunities that would enhance institutional performance. Develop, implement and maintain an Enterprise Risk Management framework and supporting policies and procedures. Develop and implement a strategic and annual Risk Management plan. Ensure the development and implementation of risk assessment methodologies, models and systems. Manage ethics and the fraud prevention strategy of the Department. Manage investigations of fraud and corruption allegations. Management of fraud risks. Provide governance oversight on ethics and fraud prevention processes. Conduct organisational awareness on risk management fraud and ethics processes. Facilitate and ensure adequate risk management. Facilitate and ensure adequate management of ethics and fraud prevention. Provide reports to Management and the Audit and Risk Committee; Manage human and financial resources within the Chief Directorate.

ENQUIRIES CLOSING DATE : Mr G. Ntshane Tel No: 012 3998628 / cell: 079 879 9656
: 04 October 2021

<u>POST 33/35</u>	:	<u>DIRECTOR: DEMAND MANAGEMENT SERVICES (REF NO: CFO10/2021)</u>
<u>SALARY</u>	:	R1 057 326 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.
<u>CENTRE</u>	:	Pretoria
<u>REQUIREMENTS</u>	:	Bachelor's Degree in Logistic or Supply Chain Management (NQF7) or Equivalent relevant qualification within the field plus 5 years of experience at middle/senior managerial level. Extensive relevant experience. Knowledge of Demand management, procurement and business practices. Ability to establish and manage asset management systems and controls. Knowledge of strategic planning and budgeting. Ability to develop, interpret and apply policies, strategies and legislation. Ability to control and manage the acquisition of services and assets of the department. Knowledge on Asset management; Financial accounting; Auditing; Forensic Accounting and Risk management. Knowledge of Public Service financial legislative frameworks Strategic Capability and Leadership; Programme and Project Management skills; Financial Management skills; Service orientation; Research skills; Sound organising; Stakeholder engagement. Excellent communication (written and Verbal), analytical, innovative, problem solving, and interpersonal skills. Ability to work under pressure and long hours. Proof of completion of the Senior Management Pre-entry Programme as endorsed by the National School of Government (NSG).
<u>DUTIES</u>	:	Development and implementation of demand management framework and strategies. Manage and consolidate the procurement requirements from Branches in line with the strategic plan of the department timeously. Manage a consolidated Procurement Plan for goods and services with critical delivery dates and the approval thereof on time and submission to National Treasury. Monitor and report on progress against the procurement plan. Manage the implementation of Central Supplier Database. Update and implement Central Supplier Database (CSD) in line with client/user requirements. Ensure compliant database with BEE targets and code of good. Facilitation of Bid Specification Committee meetings. Ensure that the specifications/terms of reference are in an unbiased manner to allow all potential bidders to offer their goods or services without favour or prejudice. 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. Conduct supplier workshop and share the business opportunities available in the department (procurement plan) with potential service providers throughout the country. Oversee the audit findings and provide responses timeously. Ensure Sound corporate governance and improved compliance with SCM reporting requirements (Internal and external reporting). Ensure continuous improvements and controls.
<u>ENQUIRIES</u>	:	Ms M Lekota Tel No: 012 399 9897
<u>CLOSING DATE</u>	:	18 October 2021

OTHER POSTS

<u>POST 33/36</u>	:	<u>DEPUTY DIRECTOR: FORESTRY OPERATIONS REF NO: FOM13/2021</u>
<u>SALARY</u>	:	R733 257 per annum, (all-inclusive remuneration package)
<u>CENTRE</u>	:	Pretoria
<u>REQUIREMENTS</u>	:	A recognized three-year Bachelor's Degree/National Diploma in Public Management/ Forestry/ Development Studies (NQF6) or an equivalent three-year qualification within the related field plus a minimum of three-five (3-5) years' relevant experience. Ability to interpret and apply related legislation and policies, Public Service Act, PFMA and Treasury regulations. Proven experience in compliance and enforcement of environmental law. Experience in commercial forestry management and planning. Knowledge of FED and forestry charter. Knowledge of technical forestry matters. Extensive knowledge of procurement system. Knowledge and understanding of legal aspects relating to timber supply, contracts and National Veld and Forest fires act and National Forest Act and application thereof: Skills: Planning and organizing skills. Strategic and analytical skills. Leadership skills. Facilitation, negotiations skills

and problem solving skills (verbal, presentation and report writing skills). The incumbent must be able to work efficiently with limited supervision. The applicant must have valid driver's license and a willingness to travel extensively and work extended hours.

DUTIES

: The incumbent will be required to render operational and technical support service to the Chief Directorate: Forestry Operation, coordinate services relating to planning, reporting and compliance, Timeous response to queries relating to operational and technical forestry operations issues; Assist in planning of operational activities within the Chief Directorate. Render support to ensure effective management of state forests, plantations and state nurseries according to industry norms and standards; Facilitate and consolidate insourcing and outsourcing inputs relating to biological assets for the commercial forestry functions. Coordinate the administration of multiple strategic projects in the Chief Directorate; Develop framework for the Chief Directorate on the implementation, coordination, administrative monitoring and evaluation of strategic project including Asset verification and Physical enumeration; Ensure that the Chief Directorate has an effective EPWP programme. Oversee collection, reporting and interpretation of complex data related information including statistical values. Provide advice and support regarding forestry operations issues or render liaison support services.

ENQUIRIES

: Morongoa Leseke Tel No: 012 309 5704

CLOSING DATE

: 04 October 2021