

DEPARTMENT OF FORESTRY FISHERIES AND THE ENVIRONMENT
The National Department of Forestry, Fisheries and the Environment is an equal opportunity, affirmative action employer.

- APPLICATIONS** : **Gauteng, Limpopo & Mpumalanga:** May be forwarded to the 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, marked for the attention: Human Resources Management.
Eastern Cape, Kwa-Zulu Natal, Northern Cape and Western Cape: May be forwarded to the Director-General, Department of Forestry, Fisheries and the Environment: Private Bag X4390, Cape Town, 8000 or hand-deliver to 14 Loop Street Cape Town
- CLOSING DATE** : 11 April 2022
- NOTE** : Application must be submitted on a New signed Z83 form obtainable from any Public Service Department and must be completed in full accompanied by copies of 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. Please note that should you not use the newly amended Z83 and completed, initialled, and signed in full, the department reserves the rights to disqualify your application. 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 pre- entry certificate obtained from National School of Government (NSG) is required for all SMS applicants. 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-preentryprogramme/>. Shortlisted candidates must provide proof of successful completion of the course. 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 10/30** : **CHIEF DIRECTOR: MARINE RESOURCES MANAGEMENT REF NO: FIM10/2022**
- SALARY** : R1 269 951 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 REQUIREMENTS** : Cape Town: Foretrust Building
 : A Bachelor's degree in Natural/ Environmental Sciences (NQF Level 7) as recognized by SAQA plus 5 years' experience in a senior managerial position in

an environmental/ Fisheries Field. Sound knowledge and understanding of all relevant legislation and regulations that govern the Public Service including the PFMA and Treasury Regulations, the Public Service Act and Regulations, the Labour Relations Act, etc. Knowledge of the Marine Living Resources Act and all applicable legislation. Knowledge of the marine fishing sectors. To be considered, applicants must display strategic capability and leadership skills, coupled with good financial management, problem-solving and analysis capabilities, Programme and Project Management, Change Management, Knowledge Management; Service Delivery Innovation and strong people management and empowerment skills. Client Orientation and Customer Focus; Communication & Honesty and Integrity

DUTIES : To provide overall leadership in the management and administration of marine resources and ensure the rendering of effective allocation and permitting services to promote sustainable and equitable utilization of marine living resources; Oversee the administration and support of prescribed legislative requirements; Create an enabling environment for the sustainable development of marine fisheries; Provide strategic advice, leadership and direction with regards to the management of marine resources; Provide leadership and guidance in the restructuring of the fishing industry to address historical imbalances and to achieve equity; Provide leadership in the establishment of cooperative governance and liaison forums and enhance service delivery and stakeholder relations through participation; Oversee the management of the resources (including the management and development of human resources) of the Chief Directorate.

ENQUIRIES : Ms S Middleton Tel No: (021) 402 3564

POST 10/31 : **CHIEF DIRECTOR: FISHERIES RESEARCH & DEVELOPMENT REF NO: FIM11/2022**

SALARY : R1 269 951 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 REQUIREMENTS : Cape Town: Foretrust Building
: A Bachelor's degree in Natural/ Environmental Sciences (NQF Level 7) as recognized by SAQA plus 5 years' experience in a senior managerial position in an environmental/ Fisheries Field. Sound knowledge and understanding of all relevant legislation and regulations that govern the Public Service including the PFMA and Treasury Regulations, the Public Service Act and Regulations, the Labour Relations Act, etc. Knowledge of the Marine Living Resources Act and all applicable legislation. Background in research in a Marine related field. Knowledge of fisheries production systems. Knowledge of marine biology, fish biology, aquatic vertebrate or invertebrate reproductive biology. Knowledge of research methods and processes. Knowledge of current state and trends in fisheries research and management (globally). To be considered, applicants must display strategic capability and leadership skills, coupled with good financial management, problem-solving and analysis capabilities, Programme and Project Management, Change Management, Knowledge Management; Service Delivery Innovation and strong people management and empowerment skills. Client Orientation and Customer Focus; Communication & Honesty and Integrity

DUTIES : To provide scientific and strategic leadership for natural science research on fisheries resources and scientific advice to support the sustainable and optimal management of aquatic resources; Provide scientific and strategic leadership for ecosystem research and scientific ecosystem-related advice to support the sustainable and optimal management of aquatic resources and the management of aquaculture; Provide scientific and strategic leadership for aquaculture natural science research and scientific advice to support the management and development of aquaculture; Create an enabling environment for research; Ensure cooperative governance, enhance service delivery and stakeholder relations through participation; Oversee the management of the resources (including the management and development of human resources) of the Chief.

ENQUIRIES : Ms S Middleton Tel No: (021) 402 3564

<u>POST 10/32</u>	:	<u>DIRECTOR- FINANCIAL MANAGEMENT REF NO: CFO05/2022</u>
<u>SALARY</u>	:	R1 073 187 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 REQUIREMENTS</u>	:	Pretoria Bachelor's Degree in Financial Accounting or relevant qualification within the related field on (NQF7) as recognised by SAQA. Extensive experience in the relevant field. Applicants must have 5 years of experience at middle management level. Completed articles with an accounting or auditing firm will be an added advantage. Knowledge of financial reporting, financial management, cost accounting and business practices. Ability to establish and manage financial systems and controls. Knowledge of strategic planning and budgeting. 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), Treasury Regulations and Modified Cash Standards. 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>	:	Prepare the Annual/ Interim financial statements of the Department. Manage the audit process and other requests for accounting and reporting. Assist in clearing audit queries and facilitate the development and implementation of audit action plans. Ensure the implementation of measures for improving audit outcomes. Coordinate monthly and quarterly reporting for the branch, as required by the PFMA and Treasury Regulations. Facilitate and ensure compliance with relevant financial management prescripts, laws, and regulatory requirements. Ensure financial control requirements are fully effective. Manage the administration of payments. Compile monthly, quarterly, and annual operational reports. Supervise, develop, and lead the Financial Management team.
<u>ENQUIRIES</u>	:	Ms V Steyn Tel: (012) 399 9083

OTHER POSTS

<u>POST 10/33</u>	:	<u>DEPUTY DIRECTOR: PROVINCIAL PROJECT MANAGER: REF NO: EP01/2022</u>
<u>SALARY</u>	:	R882 042. per annum (All-inclusive package)
<u>CENTRE</u>	:	Mpumalanga Province
<u>REQUIREMENTS:</u>	:	A recognized Bachelor's Degree in Natural Science, Development Planning, Built Environment or an equivalent three year qualification on NQF Level 6 plus extensive 3-5 years relevant experience in project management demonstrate/proven knowledge and experience in working on and supporting project management; Stakeholder management :ability to successfully manage a wide network of relationship, relevant experience in community development business concept development ,feasibility testing, market research and sustainability testing; knowledge and understanding of the EPWP, proven experience in implementation, monitoring and evaluation of government programmes; contract management ,ability to operate project management software as well as MS Office; analytical and numerical skills; good report writing skills, interpersonal and problem solving skills; experience in people and financial management, communication, valid code B driver's license, able to drive ,willingness to travel extensively and work extended hours.
<u>DUTIES</u>	:	Manage and Evaluate business plans and provide assistance to project implementers, general management of contract documents and payments; undertake project inspection and quality assurance; review progress, financial audit and completion reports; reviewing of project plans regularly to ensure tasks and milestones are being achieved in a timely manner ,take an active part in the project issues/risk management process by contributing to the identification and prioritization of existing and potential issues/risks, monthly reporting on projects to the province and the department; provide ad-hoc support to the Directorate: Programme Implementation and the Chief Directorate: Environmental Protection and Infrastructure Protection; oversee the management of staff and other resources in the province; and undertake stakeholder engagement.

- ENQUIRIES** : Ms G Modubu Tel: (012) 399 9061
- POST 10/34** : **DEPUTY DIRECTOR: SYSTEMS DEVELOPMENT REF NO: FIM12/2022**
- SALARY** : R744 255 per annum (An all-inclusive annual remuneration package)
- CENTRE** : Cape Town: Foretrust Building
- REQUIREMENTS** : Applicants must be in possession of a Bachelor's degree / National Diploma in Computer Sciences/Information Technology/Information Systems on programming and systems development and Min 3 years' experience with Java 1.5 and later versions (generics, annotations, etc.). Applicants must include a skills matrix indicating technology and years of experience as well as a list of projects with description and technology worked on. Knowledge of Public Service prescripts / policies; advanced understanding and everyday use of OO principals such as inheritance, interfaces, abstract classes, etc. Excellent system design and software programming skills as well as good technical documentation skills. The ability to interpret IT and IS policies as stipulated by Government; Operating systems and IT hardware certification (beneficial but not essential); Knowledge of IT and IS strategy and best practices through research to give proper advise to management when required; Java 1.5 and later versions (generics, annotations, etc.); J2EE application server experience; EJB3 experience and/or Spring framework experience; Experience in developing in C#, ASP.net, JPA or OO-relation mapping tool, e.g. Hibernate; Web framework experience (Struts, JSF, GWT, etc.) and/or Swing GUI development; Test driven development experience and the use of testing framework such as JUnit, Selenium, etc.; Building systems (not using IDE to build code) by using Maven 2 or Ant; Continuous integration system development and testing; Oracle Financial E-Business suite experience; Code repository such as Subversion or CVS, Strategic capability and leadership; Conflict management and resolution; People management and empowerment; Client orientation and customer focus; Planning and execution; Interpersonal skills; Problem solving; Analytical; Budgeting and financial management; Programming / Developing; Computer systems analyzing; Research / analysis; Problem solving skills; Compiling management report
- DUTIES** : Optimize existing systems with business requirements and enhancements : Maintain existing applications and systems within the department using appropriate development methodologies and tools in accordance with the departmental ICT standards, systems deployment strategy and business plans; Analyze and refine existing systems as prescribed by the business; Customize and optimize the existing systems for optimal performance including Oracle application forms, Oracle reports and of Application Program Interface (API); Maintenance of code repository of the developed systems; Coordinate and analyze raw data and convert it into systems language; Develop reports using oracle reports. Manage and provide technical business direction that affects capacity planning and new applications: Develop and implement new applications and systems within the department using appropriate development methodologies and tools in accordance with the departmental ICT standards and systems deployment strategy and business plans; Provide advice on internal development against off-the shelf products based on the needs of the business. Ensure stakeholder engagements with users and assist in the maintenance of intellectual property: Communicate with stakeholders to ensure quality of delivered solutions; Ensure effective facilitation and advice on IT and IS strategies and practices; Maintenance of code repository of all developed systems. Ensure information services problems are resolved: Liaise with Business Systems Analyst to analyse and interpret business requirements with specifications; Develop and interpret technical design specifications; Analyse and develop possible solutions; Review, assess and/or Introduce new technologies and tools that could enhance business solutions; Discern course of action.
- ENQUIRIES** : Ms M. Boois Tel No: (074) 119 4956 MBoois@dffe.gov.za (e-mail is only for enquiries)
- POST 10/35** : **CONTROL GISc TECHNICIAN GRADE A (OSD) REF NO: EP9002/2022**
- SALARY** : R552 895 per annum (An all-inclusive annual remuneration package R478 352)
- CENTRE** : Gauteng Region
- REQUIREMENTS** : Applicants must be in possession National Diploma in GISc / Cartography or relevant qualification with 6-year post qualification technical GISc experience. Compulsory registration with South African Geomatics Council (SAGC) as a GISc Technician. Knowledge of Geo-Database design implementation, understanding

of GIS applications and spatial data, theory, principles and practices of GIS. Knowledge of GIS standards, software applications, software customisations. Basic understanding of technologies such as GPS, Photogrammetry and Remote Sensing Projections, principles of cartography. Knowledge of WIMS and ArcView GIS and Data Management., Public Service procedures and prescripts. Computer Literacy, Data Analysis. Provide input into the Region, Planning own work and that of others, Advice and feedback on all data and contracts for the Branch as well as related performance. Ability to communicate with people at different levels, to gather and analyse information and to apply policies. Supervisory experience and A valid driver's license.

DUTIES : Manage, supervise and perform technical GISc activities. Manage operational GISc activities of sub-ordinates. Manage operational GISc activities of sub-ordinates. Implement spatial data standards. Apply coordinate systems and projections. Create and normalise spatial and non-spatial databases. Manage maps production and customize to meet client needs accordingly. Manage the operations of GIS equipment's, software, data and products. Manage GIS unit effectiveness. Maintain GISc tools. Train End-users on basic GISc Skills. Compile content for web publishing. Functional requirement analysis. Identify organisational GISc challenges. Undertake and document user requirements and analysis. Conduct research, research, investigate and advice on new GISc technologies. Advise on research viability and feasibility. Recommend and compile appropriate plan to respond to the research problem. People management. Maintain the development, motivation and utilization of Human Resources. Manage the performance of subordinates

ENQUIRIES : Ms L Mabuza Tel: (012)399 9632/ 066 489 3410

POST 10/36 : **CONTROL ENVIRONMENTAL OFFICER GRADE A: LOCAL GOVERNMENT SUPPORT REF NO: CCAQ02/2021)(2 POSTS)**

SALARY CENTRE : R502 647 per annum
West Coast District Municipality (Western Cape)
Central Karoo District Municipality (Western Cape)

REQUIREMENTS : A 4-year bachelor's degree (NQF8) in Environmental Management/ Environmental Sciences/ or equivalent qualification in a related field coupled with 6 years post qualification experience in the related field. Training in project management. Relevant experience in community facilitation and development; government planning processes (especial Local Government planning) and spatial planning, interacting with provincial and local authorities. In-depth knowledge of environmental legislations and their application, project management, intergovernmental relations, Expanded Public Works. The following skills will serve as recommendations, computer literacy, good verbal and written communication skills, interpersonal, coordination and stakeholder management, organizational, communication, facilitation and a good understanding of government planning processes. A valid driver's license.

DUTIES : Support all departmental programmes/activities aimed for the municipalities. Support Environmental Planning/ Management in the municipalities: Facilitate the development of environmental sector plans in the municipalities. Advice the municipalities on municipal mandates in line with different environmental legislations and their application. Facilitate & coordinate environmental capacity building initiatives: Conduct capacity analysis to assess the capacity of the municipality to carry out their environmental management mandate. Facilitate capacity building initiatives for the municipalities. Support municipal planning process and forums/ structures. Participate in the municipal planning processes such as Integrated Development Planning, District Development Model and ensure the integration of environmental priorities. Support the implementation of Sector Expanded Public Works Programmes. Support the project identification, planning, implementation and monitoring and evaluation. Facilitate Environmental Sector District Development Model. Facilitate stakeholder engagement in projects.

ENQUIRIES NOTE : Mr L Dombo, Tel: 012 399 9937
NB: Applicants should indicate their centre of preference

POST 10/37 : **ASSISTANT DIRECTOR: WETLAND PROGRAMMES REF NO: NO EP9001/2022**

SALARY CENTRE : R477 090 per annum (An all-inclusive annual remuneration package R667 082)
Mpumalanga

<u>REQUIREMENTS</u>	:	An appropriate 3-year Bachelor's Degree / National Diploma in Environmental Sciences or an appropriate equivalent qualification, 3-5 years' experience related field. Knowledge of Wetland science, conservation and management and rehabilitation. Knowledge of Wetland-related legislation (NEMA, NWA, CARA, NEMBA), GIS and remote sensing, Environmental Management Plans, River restoration, Dry land erosion control. Able to apply photographic techniques during and after the development of the project. Supervision of Implementers and Project Managers and events on site during planning, implementation and aftercare.
<u>DUTIES</u>	:	The incumbent will be expected to develop and manage provincial wetland operational plans, Manage wetland rehabilitation planning process as well as be instrumental in initiating the EMPr for the province. Coordinate the review of draft rehabilitation plans by relevant stakeholders. Support broader catchment conservation initiatives and NRM programmes that are relevant to wetlands. Provide support on the implementation of projects. Provide operational support to all projects, Manage Implementers/project managers to ensure implementation goals are met. Provide support on the monitoring and evaluation of Wetlands projects. Verify and approve monthly Project Progress and EPWP Participants Reports. Maintain partnerships with stakeholders.
<u>ENQUIRIES</u>	:	Mr. U R Bahadur ubahadur@dffe.gov.za
<u>POST 10/38</u>	:	<u>ESTATE MANAGER: WOODLANDS& INDIGENEOUS FOREST MANAGEMENT REF NUMBER FOM14/2022 (2 POSTS)</u>
<u>SALARY</u>	:	R376 596 per annum (Total salary package of R532 814 per annum/conditions apply)
<u>CENTRE REQUIREMENTS</u>	:	Eastern Cape Applicants must be in possession of a National Diploma or Bachelor Degree in Forestry or relevant 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 Analytical skills, Ability to work under pressure, Planning and organizing skills. Computer skills in MS Office Software, a valid driver's licence and must be willing to travel.
<u>DUTIES</u>	:	The successful incumbent will be responsible for preserving the biodiversity of the estate to ensure the continued livelihood within the forest estate. Management and rehabilitation of degraded forest areas, wetlands, and riparian zones. Manage the infrastructure to ensure the functional utilisation, maintenance, and development within the forest estate. Promote Environmental Awareness and manage internal and external relationships with all interested and affected stakeholders to the estate. Manage risk and security aspects on the estate & administrative and related function. Develop and implement resource security plan for the estate. Enforce regulations and legislation applicable on the estate. Coordinate and conduct regular forest patrols.
<u>ENQUIRIES</u>	:	Mr W Yako Tel No: 066 328 7239
<u>POST 10/39</u>	:	<u>ASSISTANT DIRECTOR: FOREST LAND MANAGEMENT REF NUMBER: FOM15/2022</u>
<u>SALARY</u>	:	R376 596 per annum (Total salary package of R532 814 per annum/conditions apply)
<u>CENTRE REQUIREMENTS</u>	:	Eastern Cape (Bhisho) Applicants must be in possession of a National Diploma or Bachelor's Degree in Forestry or equivalent qualification in Environmental Management/Sciences with 3 – 5 years' relevant experience in related field. Knowledge of the National Forests Act, 1998 (Act 84 of 1998) and the National Veld and forest Fires Act, 1998 (Act 101 of 1998), NEMA, NEMBA, NWA, Land Reform Policy, PFMA, Public Service Regulations, Restitution of Land Rights Act, IPLRA and other related legislation. Knowledge of prevention of illegal eviction and Unlawful Occupation of Land Act and policy development, Intergovernmental and stakeholder relations. Knowledge of project planning and management. Excellent communication skills (verbal, presentation and report writing). Good planning, organising and policy

DUTIES

development and analysis. Be able to work long hours, self-driven and to work under extreme pressure. Ability to gather and analyse information. Proven leadership skills. Valid Driver's License and ability to drive. Be willing to travel.

: The successful incumbent will be responsible to provide administration support in the management of state forest land and facilitate stakeholder relations pertaining to forestry leased land. Conduct field assessments, ensure compliance with forestry best practices. Produce periodical compliance reports. Implement terms and conditions for Lease Agreement. Ensure compliance of state forest land with National Veld and Forest Fires Act. Investigate land reform issues affecting state forest land. Mediate disputes between tenants and tenure reform beneficiaries. Ensure compliance with land tenure policies and interpret cadastral information. Liaison with Land Reform Department and keeping abreast of land policy development. Ensure that tenants comply with relevant Lease. Ensure compliance of the Leases with the National Forests Act and that tenants comply with the Lease on various matters such as community consultations, land use, access, access maps and rules. Ensure that state forest land not required for forestry with a declaration of redundancy is released for other uses. Facilitate transfer of state forest land from management by the State to relevant interested groups in line with the National Forests Act and relevant Sector Master Plan. Maintain an asset register. The incumbent will also render administration support services such as organising and co-ordinating stakeholder participation; implement operational plan to reach relevant targets of the Annual Performance Plan as well as rendering general administration, planning and management including staff supervision.

ENQUIRIES

: Ms N Mbananga Tel No: (040) 940 4707 cell no: 066 376 0106

POST 10/40

: **PROJECT COORDINATOR: REF NO: EP9003/2022**

**SALARY
CENTRE
REQUIREMENTS**

: R321 543 per annum (Total package of R 478 352per annum/ conditions apply)
: Limpopo
: 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. 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 stakeholder engagement. 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 W Roux Tel: (015) 291 5526

POST 10/41

: **SENIOR ADMINISTRATIVE OFFICER REF NO: FIM 13/2022**

**SALARY
CENTRE
REQUIREMENTS**

: R321 543 per annum (R 478 352 Total cost to company)
: Cape Town: Foretrust Building
: A Bachelor's degree or National Diploma in Public Administration or relevant qualification as recognized by SAQA. Extensive experience in an administrative environment or related field. Knowledge of the Financial and Procurement procedures. Knowledge and understanding of the Departmental procedures and prescripts/policies. Applicants must have knowledge and understanding of the relevant legislation and regulations that govern the Public Service including the Public Finance Management Act, 1999 (Act No 1 of 1999) (PFMA) and Treasury Regulations and Preferential Procurement Policy Framework Act (PPPA). Good planning and organising skills

DUTIES

: Provide financial administrative support. Receive invoice from suppliers and forward them to line managers for approval. Ensure that claims are filed correctly and check all supporting documents. Register outgoing correspondence on the system. Render chief user services. Request quotation from service providers per

		specification of required items. Ensure that a proper filing system is maintained. Provide inventory control support. Update register with the staff movement and ensure regular asset verification. Coordinate movement of assets between officials and units. Support coordination of the international engagement within the branch. Develop annual schedules for international obligations and relevant budget. Monitor attendance of scheduled meeting and submission of back to office report. Coordinate arrangements for hosting of international delegations.
<u>ENQUIRIES</u>	:	Ms Z. Nkhereanye Tel No: 021 402 3551
<u>POST 10/42</u>	:	<u>CHIEF MARINE CONSERVATION INSPECTOR REF NO: FIM14/2022</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R321 543 per annum (R 478 352 Total cost to company) Cape Town: Foretrust Building National Diploma/degree in Nature Conservation/Environmental Management /Fisheries management or equivalent, minimum of 3 years experience in law enforcement. A valid driver's license. Knowledge and understanding of all relevant legislation and regulations that governs the Public Service, including the PFMA, Treasury regulations, Public Service Act, labor Relations Act etc.; Marine Living Resources Act 18 (1998); Criminal Procedure Act, integrated Coastal management Acts, National Environmental Management Biodiversity Acts and all departmental procedure and all applicable legislations with respect natural resources management; the white paper on the transformation. Of the public service (Batho Pele) Skills: Planning and execution; Mentoring and coaching; supervisory skills; conflicts management; Service Delivery innovation; good communication (Verbal and writing), Computer literacy, planning and organizing skills. A valid driver's license
<u>DUTIES</u>	:	Enforce port state measures and local policies through inspections: Initiate and implement operational plan at stations to meet the targets in the key fisheries; monitor fishing vessels at landings sites through compliance with fishing permit and permits conditions. Enforce, intensify efforts and comply with set standards; Inspect Fish Processing Establishment for compliance with permit conditions; Create and manage database to improve monitoring of the movement of fish; Conduct vehicle patrols and roadblocks with partners at Vehicle Check Point (VCP); report accurately on confiscations; Issue fines and open dockets when necessary; Testify in court; ensure chain of evidence is secure and statement taking is accurate. Create awareness to foster compliance. Comply with MLRF risk management strategy; update exhibit books; equipment and transgression registers; Comply with PFMA and all Supply Chain prescripts; Compile monthly, quarterly and annual reports. Manage and supervise personnel strengthen partnerships with other organs of state, NGO and municipalities through regular operations and meetings: Plan joint operations with partners; attend monthly meetings with partners. Plan and execute operation at ports of entry and exit. Identify and initiate new partnerships.
<u>ENQUIRIES</u>	:	Ms F. Savel Tel No: 021 402 5039
<u>POST 10/43</u>	:	<u>SENIOR MARINE CONSERVATION INSPECTOR REF NO: FIM15/2022 (14 POSTS)</u>
<u>SALARY CENTRE</u>	:	R257 508 per annum (R399 435 Total cost to company) Region 1: West Coast Elands Bay (1 Post) Saldanha (1 Post) St Helena Bay (1 Post) Yzerfontein (1 Post) Region 2: Overberg: Gans Bay (X4 Posts) Hermanus (1 Post) Kleinmond (1 Post) Region 3: South East Coast: Jeffreys Bay (1 Post) Region 4: North East Coast: East London (1 Post) Region 5: Kwa-Zulu Natal (Richards Bay X2)
<u>REQUIREMENTS</u>	:	National Diploma/degree in Nature Conservation/Environmental Management or equivalent. Experience in law enforcement or related field. A valid driver's license. Knowledge and understanding of all relevant legislation and regulations that governs the Public Service, including the PFMA, Treasury regulations, Public Service Act, Labor Relations Act etc.; Marine Living Resources Act; Criminal Procedure Act, Integrated Coastal Management Acts, National Environmental Management Biodiversity Acts and all departmental procedure and prescripts.

- Skills: Good communication (Verbal and writing), Computer literacy, planning and organizing skills
- DUTIES** : Implement and enforce compliance and enforcement strategies in terms of the MLRA and its regulations; Follow paper trail from the vessel to factory/FPE and buyers that are local and international; Monitor fish landings; Verify if quota holder are on board the vessel; Verify if VMS is reporting to the VMS room; Reconcile their catch on the slipway. Ensure compliance with Port State Measures and policies through inspections. Conduct inspections on Fish Processing Establishments (FPEs); Serve notices on illegal FPEs; Create a data base of exporters and importers for the movement of fish. Enforce the provisions of the MLRA through: Conducting coastal patrols, Inspections, roadblocks and VCP; Conduct inspection on containers, vessels and cold storages with fish or fish products in transit or to be exported; Conduct inspection jointly with customs and SAPS at ports of entry and exit; Open case dockets; issue fines. Refer over-catching to Section 28 committee. Strengthen partnerships with other organs of state, NGOs and municipalities through regular operations and meetings: Provide guidance and information to partners; Execute monthly operations in identified areas. Ensure compliance with the MLRF risk management strategy: Daily updates of Exhibit books, stores, equipment and transgression registers; Report accurately on confiscations; Update pocketbook and monthly reports.
- ENQUIRIES** : Region 1: Wade Theron Tel No: 022 714 2226
Region 2: Buyekezwa Mamaila Tel No: 021 402 3361
Region 3: Delricia Hester Augustus Tel No: 041 585 5618
Region 4: Lungile Freddie Nodwala Tel No:043 722 0894
Region 5: Mncengeni Ntshangase Tel No: 039 311 1230
- NOTE** : Be prepared to work flexi hours and perform shift work; candidates Must clearly state both the Region and Station they are applying for; e-mail address are for enquiries only.
- POST 10/44** : **SOCIAL DEVELOPMENT/TRAINING OFFICER**
- SALARY CENTRE** : R211 713 per annum (Total package of R345 091per annum/ conditions apply)
Free State Ref No: EP9004/2022
Northern West Ref No: EP9005/2022
- REQUIREMENTS** : An appropriate 3-year Bachelor's Degree/National Diploma in Public Management or equivalent qualification. 1-2 Years' experience in relevant field. Be able to gather and analyse information, to develop and apply policies. Must be able to compile performance reports and management of transformation programmes. Coordination and Stakeholder liaison. Computer literacy, good communication skills, sound organising and planning skills. Willingness to work under extreme pressure and work with difficult people. Be a responsible, loyal, honest and reliable person. Ability to work long hours voluntary and with limited supervision. Valid driver's license.
- DUTIES** : To develop contractor and empower beneficiary. Assess and monitor compliance to the Working for Water operational standards. Monitor number of contracts received per contractor. Ensure promotion of health to Natural Resource Management Beneficiaries. Educate beneficiaries in reproductive health. Coordinate referrals and update directory. Raise awareness on health issues to NRM beneficiaries. Facilitate access for service for contractors. Represent Working for Water at various local forums. Organise candle light event for beneficiaries. Assist in coordination of training and monitor and evaluate training at project level. Ensure training duration or number of days are observed.
- ENQUIRIES** : Mr C Martheze Tel: (021) 441 2721 / (021) 941 6090
- NOTE** : Please send a separate and complete application for each post you apply for, stating the correct center for each position you are interested in.