

DEPARTMENT OF, FORESTRY, FISHERIES AND THE ENVIRONMENT

The National Department of Forestry, Fisheries and the Environment is an equal opportunity, affirmative action employer.

- APPLICATIONS** : Must be submitted 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.
- CLOSING DATE** : 03 May 2022
- FOR ATTENTION** : Human Resources 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. 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 DPSSA 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.
- ERRATUM:** Kindly note that the following three (3) posts of Chief Director: Marine Resources Management Ref No: FIM10/2022, Chief Director: Fisheries Research & Development Ref No: FIM11/2022 and Deputy Director: Systems Development Ref No: FIM12/2022 advertised in Public Service Vacancy Circular 10 dated 18 March 2022 as Post 10/30, Post 10/31 and Post 10/34; their closing date was Monday, 11 April 2022, which has now been extended to Tuesday, 19 April 2022.

MANAGEMENT ECHELON

- POST 13/22** : **DIRECTOR: LICENSING REF NO: CWM02/2022**
(Re-advertisement), Candidates who previously applied for the post are encouraged to re-apply.
- SALARY** : R1 073 187 per annum, (all-inclusive remuneration package)
- CENTRE** : Pretoria
- REQUIREMENTS** : A recognized Bachelor's degree in Environmental Sciences or Natural Sciences or equivalent relevant qualification. Five (5) years' experience at Middle Management or Senior Management level. A post graduate qualification will be an added advantage. Extensive experience in Waste Management field. Good understanding of the policy and legislative framework

governing pollution and waste management; Environmental policy, legislation and regulation development; Air quality management planning; Understanding of Environmental issues relating to air and atmosphere; Understanding of government standard administrative procedures; Strategic Capability and Leadership experience; Business planning and budgeting methodologies. Understanding of HR practices and procedures. Financial and Procurement administrative procedures (PFMA & Treasury Regulations) Good interpersonal relations, report writing, well-developed communications skills, analytical thinking, and advanced computer skills. Excellent time management and discipline in terms of keeping to deadlines. The incumbent will be required to travel and must be able to work independently and efficiently under pressure. Proof of completion of the Senior Management Pre-entry Programme as endorsed by the National School of Government (NSG).

- DUTIES** : To develop and implement systems for efficient and effective administration of waste management activities licensing. To ensure that waste management activities licensing applications are processed effectively and efficiently. To ensure that licensing feedback mechanisms and monitoring tools are in place. To upgrade and update waste licensing database and ensure that it is integrated with other DFFE authorisation systems. To implement a system that will ensure effective response to waste management activities licensing queries. To continually upgrade waste licensing procedures and guidelines. To ensure the availability of waste licensing information on the South African Waste Information Centre website.
- ENQUIRIES** : Ms M Govender Tel No: (012) 399 8993

OTHER POSTS

- POST 13/23** : **DEPUTY DIRECTOR: SECRETARIAT SUPPORT REF NO: ODG02/2022**

- SALARY CENTRE REQUIREMENTS** : R744 255 per annum, (all-inclusive remuneration package)
: Pretoria
: A recognized Bachelor's degree/ National Diploma in Public Management/ Administration or relevant equivalent three-year qualification on NQF Level 6 plus extensive 3-5 years' experience in related field. Knowledge of Public service prescripts, administrative procedures, Project Management, Intergovernmental Relations, Treasury Regulations and Financial Regulations. Ability to successfully manage a wide network of relationships. Good interpersonal relations. Ability to work with difficult person and resolve conflict. The candidate must have a sense of responsibility and loyalty, Objectiveness, Integrity, Self-Supervision, highly developed sense of honesty and protect the confidentiality of documents. Skills: Organizing skills, strong communication skills (verbal and written), Analytical and problem solving, Computer literacy, taking and drafting of accurate minutes, following on actions, good quarterly report writing, monitoring the implementation, interpersonal and problem-solving skills. Working knowledge of Microsoft office packages and valid driver's license.

- DUTIES** : The successful candidate will perform the following duties: Provide Secretariat support to the Departmental Management Committees (Minister and Deputy Minister's meeting, Director-General's Management meetings and Departmental Makgotla. Provide Secretariat support to Intergovernmental Committees (Mintech, Minmec & SSOP Cluster. Monitor and manage the Departmental Calendar framework. Monitor and oversee of Coordination meeting with Ministry and Office of the Director -General.

- ENQUIRIES** : Mr T Morobane Tel No: 012 3999877

- POST 13/24** : **IT GOVERNANCE MANAGER REF NO: CMS05/2022**

- SALARY CENTRE REQUIREMENTS** : R744 255 per annum, (an all-inclusive remuneration package)
: Pretoria
: A recognized Bachelor's Degree/ National Diploma (NQF6) in Information Technology (IT) or a relevant equivalent qualification. A minimum of 3 – 5 years' relevant experience. A thorough understanding of relevant legislations, best practices and frameworks. Project management and communication (written and spoken) skills. Knowledge of KING III and COBIT Governance framework. Must have ITIL and COBIT certification. TOGAF Certification will be added advantage.

DUTIES : Review and update framework aligned to COBIT 5. Establishment Steering Committees and provide secretariat services. Identify and implement control objectives. Perform Security Audit on Infrastructure. Perform Systems control audit. Audit Disaster recovery plans. Manage internal and external audit processes. Manage and maintain risk plan and register. Perform GAP analysis on the Master Systems Plan. Review implementation and compile management reports. III. Identify key risks on MSP. Review and ICT Policies, Standards and Procedures in terms of legislative framework. Identify and establish new policies, standards and procedures. Monitor implementation of policies. Conduct awareness sessions on policies and standards. Conduct awareness sessions on general IT matters. Develop awareness material for staff distribution.

ENQUIRIES : Ms N Dlamini Tel No: (012) 399 8725

POST 13/25 : **CONTROL BIODIVERSITY OFFICER GRADE A: THREATENED OR PROTECTED SPECIES REF NO: RCSM03/2022 (X2 POSTS)**

SALARY : R502 647 per annum

CENTRE : Pretoria

REQUIREMENTS : An appropriate 4-year Bachelor's Degree in Natural or Environmental Sciences or equivalent qualification (NQF L8) plus 6 years' post qualification experience in a related field. Knowledge of the National Environmental Management: Biodiversity Act, 2004 (Act No. 10 of 2004) (NEMBA), its associated subordinate legislation, and other relevant acts that deal with biodiversity matters. Knowledge and relevant experience in criminal procedures including the Criminal Procedures Act, court processes and document management. Knowledge of relevant legal processes. Knowledge and experience in criminal investigations and processes, in particular but not limited to threatened or protected species and applicable MEA's such as CITES and the CBD. Knowledge of administrative procedures. Knowledge of, and experience in, the application of the provisions of the National Environmental Management: Biodiversity Act, 2004 (Act No. 10 of 2004) (NEMBA), and its associated subordinate legislation, or experience in a law environment. Knowledge of the National Environmental Management Act, 1998 (Act No. 107 of 1998) (NEMA) and other acts affecting biodiversity. Advanced skills in policy formulation. Negotiation skills. Good interpersonal relations and diplomatic skills. Stakeholder engagement skills. Presentation skills. Ability to work under extreme pressure.

DUTIES : Ensure enforcement of Biodiversity related legislations. Coordinate enforcement operations. Do criminal investigations, crime scene management and open criminal cases to prosecute offenders Co-operate and liaise with enforcement stakeholders on matters relating to Biodiversity enforcement activities, programmes and projects. Consult with prosecutors, police and all other stakeholders regarding criminal investigations. Follow and implement the National Compliance and Enforcement Information system. Develop and facilitate the implementation of national policies, strategies and programmes relating to the enforcement of the TOPS, CITES and BABS regulations. Provide strategic enforcement support to EMI's. Participate in inter-departmental forums and processes with regards to policy and legislative reform.

ENQUIRIES : Ms S Meintjes Tel No: 012 399 9597

POST 13/26 : **CONTROL ENVIRONMENTAL OFFICER GRADE A: CLIMATE CHANGE MITIGATION RESEARCH AND ANALYSIS REF NO: CCAQ04/2022**

SALARY : R502 647 per annum

CENTRE : Pretoria

REQUIREMENTS : An appropriate 4-year Bachelor's degree in Natural Environmental/ Natural Sciences / Engineering or equivalent qualification (NQF L8) related field, coupled with 6 years post qualification experience in a related field. Knowledge and experience on South Africa's greenhouse gas emission profile and climate change mitigation. Knowledge of Climate Change legislation, policies and Strategies. Knowledge and understanding of Climate Change Mitigation scenarios development and Modelling. Ability to conduct research, gather and analyze information. Ability to conduct social economic analysis. Skills: Data collection and analysis; Climate change modelling; Climate Change Scenario Development; Basic modelling skills; Coordination skills; Organisational and

- planning; Communication skills (written and spoken); Programme and Project Management; Listening skills; Writing skills; Decision-making skills; Report writing skills; Organisational skills and Computer Literacy. Personal Attribute: Innovative and proactive; Ability to work long hours voluntarily. Ability to gather and analyze information. 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 organize and plan under pressure. Ability to collect and interpret information and reports. Interpersonal relations; Initiative; Responsibility and loyalty.
- DUTIES** : Facilitate the collection of greenhouse related data and climate change mitigation information for the country. Facilitate and co-ordinate climate change mitigation research and analysis and conduct studies to inform mitigation interventions and response measures of low carbon development. Develop methodologies and approaches that facilitate the implementation of climate change mitigation response measures and interventions. Facilitate the development of analysis tools such as models to be used for the analysis of greenhouse gas data, socio-economic impact etc.
- ENQUIRIES** : Ms. O Chauke Tel No: (012) 399 9161
- POST 13/27** : **CONTROL ENVIRONMENTAL OFFICER GRADE A: PRIORITY AREA PLANNING REF NO: CCAQ05/2022**
- SALARY** : R502 647 per annum
CENTRE : Pretoria
REQUIREMENTS : An appropriate recognized 4-year Bachelor's degree in Environmental / Natural Sciences or equivalent qualification (NQF L8) related field, coupled with 6 years post qualification experience in related field. Appropriate experience or knowledge of current air quality management and other environmental issues. The incumbent must have experience in or advance knowledge of the implementation of the National Environmental Air Quality Act 39 of 2004, air quality management planning, experience and or knowledge of sophisticated information and communication technology, data and information management techniques, emission inventory database development and experience in working with multi-stakeholder group. The incumbent must possess the following skills: organizational and administrative skills, knowledge of project management, research skills, good communication (including verbal and exceptional scientific report writing skills); and must have ability to develop and apply policies.
- DUTIES** : Development of the Priority Areas Air Quality Management Plans (AQMP) and Priority Area Identification; participation in the priority area committee engagements; conduct a review for the Priority Area AQMP; Priority Area Reporting and Support to Provincial Departments. In addition, the incumbent will be required to conduct research and collect data relevant to air quality management within the priority areas.
- ENQUIRIES** : Mr V Loate Tel No: (012) 399 8507
- POST 13/28** : **LEGAL ADMINISTRATION OFFICER (MR5): LEGAL SUPPORT: NEMA REF NO: RCSS02/2022**
- SALARY** : R378 990 per annum (Total package of R548 054 per annum/ condition apply)
CENTRE : Pretoria
REQUIREMENTS : An LLB degree coupled with at least 8 years post qualification experience in the provision of legal services. Knowledge of constitutional and administrative law is a requirement and knowledge of environmental and mining law will be an added advantage. At least 3 years of the 8 years should be proven post qualification experience in drafting and/or vetting of primary and/or subordinate legislation. Proven legislative drafting skills, an ability to analyse and comment on draft legislation and policies, and to understand the implications of draft legislation. Ability to provide legal opinions and advice, interpret legislation, good analytical and legal research skills, good verbal and written communication skills in English, report and professional writing skills, computer literacy, an ability to work in a team, good interpersonal relations, presentation skills, a pro-active, problem-solving and positive attitude and an ability to adhere to timeframes are essential.
- DUTIES** : Drafting of and assisting with drafting of primary and secondary legislation and commenting on policies and draft legislation. Provide legal support relating to

the interpretation and drafting of legislation. Provide legal support, legal advice and opinions on the interpretation and implementation of environmental legislation and relevant laws of general application such as the Constitution and Promotion of Administrative Justice Act, 2000. Provide assistance in taking Bills through Parliament and assist in the Cabinet and Parliamentary processes. Draft or provide input on Ministerial submissions and Ministerial briefings, draft responses to media queries and Parliamentary queries. Provide legal support in meetings. Vetting of primary and secondary legislation and accompanying documents, including socio-economic impact assessments, submissions, letters, Government Notices, newspaper notices and media statements. Prepare and present presentations on legal matters. Investigate and research the potential repeal of legislation to streamline legislation and remove duplication between the National Environmental Management Act, 1998, the Mineral and Petroleum Resources Development Act, 2002 and the specific environmental management Acts. Attend quarterly Mintech Working Group meetings and provide support on legal issues emanating from Working Groups. Advise on litigation matters Participate in law reform forums with regard to the legislation administered by other departments and provide inputs into the amendment of such legislation, from an environmental perspective.

ENQUIRIES
NOTE

- : Ms A van Reenen Tel No: (012) 399 9283 / 083 280 0730
- : Candidates will be subjected to a written technical test.