

DEPARTMENT OF FORESTRY, FISHERIES AND THE ENVIRONMENT

APPLICATIONS

: Must 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.

Cape Town centre applications may be forwarded to: The Director-General, Department of Forestry, Fisheries and the Environment, Private Bag X4390, Cape Town 8000 or hand-deliver to: 14th Loop Street, Cape Town. Marked for the attention: Human Resources Management.

Pietermaritzburg: May be forwarded to the Director-General, Department of Forestry, Fisheries & the Environment: Private Bag X 9029, Pietermaritzburg, 3200 or hand-delivered to 185 Langalibalele Street, Old Mutual Building, 5th floor, Pietermaritzburg, marked for the attention: Human Resources Management.

NOTE

: Applications must be submitted on a New signed Z83 form obtainable from any Public Service Department accompanied by a recent detailed Curriculum Vitae 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 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 and 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 through the NSG under the name "Certificate for entry into SMS" (full details are available at: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>). 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 a performance agreement and an 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 post of Assistant Director: Global Environment Facility 7 – Pilla 2 (Financial Management) (5-Year Contract) with Ref No: BC06/2022 as well as the post of Assistant Director: Global Environment Facility 7 – Pilla 2 (Procurement) (5-Year Contract) with Ref No: BC07/2022 which were advertised on PSVC circular 19 dated 27 May 2022 have been withdrawn. And Kindly note that the three posts of State Veterinarian: Aquatic Organisms (Ref No: Fim 17 /2022), Scientific Technician Control Grade A: Finfish (Ref No: Fim18/2022) And Engineering Technician Control: Grade A (Ref No: Fim19/2022) which were advertised on PSVC circular 17 dated 13 May 2022 with a closing date of 06 June 2022, their closing dates have been extended to Monday, 27 June 2022 and Kindly take note of the following amendments for the post of Provisioning Administration Clerk, Ref No: OC09/2022, post17/26 advertised in the Public Service Vacancy Circular 17 dated 13 May 2022 with a closing date of 06 June 2022: At the Requirements, please note the amended Grade 12 with no experience required; and candidates need not be in possession of a drivers license. New Closing Date is 27 June 2022. The post of Deputy Director: Vessel Management, Ref No:

OC10/2022, post 17/20 advertised in the Public Service Vacancy Circular 17 dated 13 May 2022 with a closing date of 06 June 2022. At the Requirements, please note the amendment Degree or National Diploma (NQF6) in Project Management or relevant equivalent qualification. The incumbent to have at least 3 years' experience at junior management level (ASD). New Closing Date is 27 June 2022.

MANAGEMENT ECHELON

- POST 21/56** : **CHIEF DIRECTOR: ENVIRONMENTAL PROGRAMMES (X2 POSTS)**
- SALARY** : R1 269 951 per annum, (all-inclusive salary 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 Ref No: EP02/2022
Cape Town Ref No: EP03/2022
- REQUIREMENTS** : An undergraduate qualification in Natural or Environmental Sciences /Developmental Studies or relevant qualification on NQF 7 within the related field as recognized by SAQA. A Project Management qualification will be an added advantage. Five (5) years of experience at a senior managerial level within the relevant field. Extensive experience in Environmental Programmes. Extensive experience in Programme and Project Management. Knowledge of strategic coordination and planning. Strategic capability and leadership; people management and empowerment. Understanding of risk management and audit procedures. Knowledge of policy development and business process management. Understanding of change management and financial management. Programme and Project Management skills. Ability to lead a multidisciplinary team. Knowledge of research methodologies and research presentation. Sound organising, planning and excellent communication skills, 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).
- DUTIES** : Provide overall leadership by ensuring the strategic management and co-ordination as well as the successful functioning of the Chief Directorate. Oversee the implementation of Environmental Programmes portfolio. Manage the Environmental Programmes projects within the provinces. Ensure alignment of programmes and projects with the Departmental strategy, policy, and priorities. Oversee contract administration and project management in line with applicable practices/legislation. Ensure operational efficiencies for Environmental Programmes. Ensure that operational planning and implementation is responsive to the district development model and local government priorities. Ensure capacity and contractor development for Environmental Programmes.
- ENQUIRIES** : Ms N Mkhize Tel No: 012 399 9510
- CLOSING DATE** : 11 July 2022
- POST 21/57** : **CHIEF DIRECTOR: GOVERNANCE AND EXECUTIVE SUPPORT REF NO: ODG06/2022**
- SALARY** : R1 269 951 per annum, (all-inclusive salary 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 in Public Management or relevant qualification on NQF 7 within the related field as recognized by SAQA. Five (5) years of experience at a senior managerial level within the relevant field. Extensive experience in business management and administration procedures. Knowledge of strategic coordination and planning. Knowledge and understanding of Public Service administration and Departmental procedures. Strategic capability and leadership; people management and empowerment. Understanding of Hierarchy and management structure of the department. Knowledge of policy development and business process management. Understanding of change management and financial management. Programme and Project Management skills. Ability to lead a multidisciplinary

		team. Knowledge of research methodologies and research presentation. Sound organising, planning and excellent communication skills, 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>	:	Provide overall leadership by ensuring the strategic management and co-ordination as well as the successful functioning of the Chief Directorate. Oversee and manage the provision of strategic support to the office of the Director-General. Oversee and manage the provision of executive support and secretarial services for management and intergovernmental meetings. Ensure efficient and aligned policy development for subject matters and projects in the Department. Manage and provide content for executive engagements in the Cabinet processes to ensure efficiency in High-Level Government Decision Making engagements and processes. Oversee the provision of strategic & annual performance planning support to the Public Entities of the Department. Ensure the submission and compliance of Public Entities with corporate governance requirements and manage governance projects and related engagements undertaken with Public Entities.
<u>ENQUIRIES</u>	:	Mr Gerald Ntshane Tel No: 012 399 8628
<u>CLOSING DATE</u>	:	11 July 2022
<u>POST 21/58</u>	:	<u>DIRECTOR: SUPPLY CHAIN MANAGEMENT AND ASSETS REF NO: FIM20/2022</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</u>	:	Cape Town
<u>REQUIREMENTS</u>	:	Bachelor's Degree in commerce majoring in Supply Chain Management or accounting (NQF level 7) as recognized by SAQA. Applicants must have 5 years of experience at middle management level in an accounting (finance) or supply chain environment. The incumbent must have knowledge and experience in Supply Chain and Asset Management. Applicants must have an in depth knowledge of all applicable financial legislation and regulations, including exposure to the Preferential Procurement Policy Framework Act (PPPFA), Preferential Procurement Regulations, Treasury Regulations, Broad-Based Black Economic Empowerment Act (BBBEEA), Standards of Generally Recognised Accounting Practice (GRAP) and the Public Finance Management Act (PFMA). Knowledge of relevant legislation, policies and procedures relating to property and facilities management. Knowledge and understanding of Government imperatives and priorities. Knowledge and understanding of the white paper on the transformation of public service delivery (Batho Pele). Proven experience in Supply Chain and Asset Management) at a strategic and operational level, including resolving complex reconciling items, reviewing work, monthly and quarterly statutory reporting as well as preparing disclosure notes for annual financial statements and year-end audit schedules. Proven leadership, management, project management, communication, interpersonal, conflict resolution, analytical and financial management skills. Must be computer literate and be able to work under pressure.
<u>DUTIES</u>	:	Provide strategic direction, leadership and management with regard to the Supply Chain Management (and Asset Management functions of the Marine Living Resources Fund (MLRF). Develop, manage and execute the key strategic objectives and business plan of the Supply Chain and Asset Management unit of the MLRF. Ensure the necessary organizational capacity is created and managed for delivery on core operational requirements. Manage the performance of the unit to ensure quality service delivery and achievement of key strategic objectives. Ensure effective financial and human resources management. Interpret, understand and implement Supply Chain Management and asset management as contained in relevant legislation, regulations and GRAP standards. Develop and implement relevant policies and procedures with respect to Supply Chain and Asset Management for the MLRF. Develop and implement internal control procedures to ensure the effective functioning of the unit and management of risk. Ensure sound contract management for the MLRF. Manage and control MLRF assets (including disposal management). Management of procurement risk arising from contracts and

asset disposals. Provide advisory service in determining the Bid evaluation criteria, compilation of Bid documents, evaluation of Bids and recommendations to the MLRF Bid Committee. Provide a support service to the Chief Director: Financial Management MLRF and other Senior Managers in the execution of their functions (reporting and other) in terms of the Marine Living Resources Act, Public Finance Management Act and Treasury Regulations. Liaise with relevant role-players in the Branch Fisheries Management and MLRF environment regarding specific and transversal procurement matters.

ENQUIRIES : Mr. W Rooifontein Tel No: (082) 822 2882
CLOSING DATE : 27 June 2022

OTHER POSTS

POST 21/59 : **DEPUTY DIRECTOR: PROCLAIMED FISHING HARBOURS MANAGEMENT REF NO: FIM21/2022**

SALARY : R744 255 per annum, (an all-inclusive annual remuneration package)
CENTRE : Cape Town
REQUIREMENTS : A Bachelor's Degree or National Diploma (NQF6) in Maritime Studies/ Public Administration or relevant qualification. 3-5 years' experience in harbour management and administration of which three (3) of them should be at an entry/junior managerial level (Assistant Director Level or equivalent). Knowledge and understanding of harbour regulations and Marine Living Resources Act. Knowledge of project planning and management principles. Extensive experience in administration. Ability to develop and apply policies, guidelines, and programmes. Ability to lead, plan and implement monitoring and surveillance programmes. Good interpersonal relations skills. Ability to work under extreme pressure and manage and resolve conflict. Skills: Good communication skills.

DUTIES : Ensure overall support to the operational day to day management of the proclaimed fishing harbours. Develop policies and systems for effective harbour management. Develop and implement management tools such as Standard Operating procedures (SOP) for harbour regulated functions. Manage procurement and distribution of assets and consumables for the fishing harbours and allocate budget efficiently. Prepare submissions and reports as applicable. Draft and manage contracts for service providers such as Transnet etc. Manage maintenance and minor repairs on all harbour's infrastructure. Acquire and manage full and complete inventory of all harbour equipment as well as harbour infrastructure i.e. (quays, fenders, slipways) at proclaimed fishing harbours. Negotiate comprehensive repair and maintenance program with National Department of Public Works and infrastructure in respect of complete and total harbour infrastructure at all the listed fishing harbours. Provide integrated platform for fisheries development and transformation. Improve communication with all relevant stakeholders through the appropriate structures such as the Harbour User Committees. Participate in activities that promotes the Oceans Economy such as Operation Phakisa or any other similar initiatives.

ENQUIRIES : Mr L. Williams Tel No: (082) 806 3806 / Mr. B.P. Semoli Tel No: (082) 457 0477
CLOSING DATE : 27 June 2022

POST 21/60 : **CONTROL BIODIVERSITY OFFICER GRADE A: BIODIVERSITY COMPLIANCE REF NO: RCSM05/2022**

SALARY : R502 647 per annum, (OSD)
CENTRE : Pretoria
REQUIREMENTS : A Four-year degree or equivalent qualification (NQF8) in Natural or Environmental Sciences. Six (6) years' post qualification experience in a related field. Environmental Management Inspector certificate/training/experience will be an added advantage. Knowledge of biodiversity compliance and enforcement experience or knowledge of the provisions of the National Environmental Management Act (NEMA), the National Environmental Management Biodiversity Act (NEMBA), the National Environmental Management Protected Areas Act (NEMPAA) and associated regulations and norms and standards. Government's environmental quality and protection related legislation and regulations and good understanding of environmental legislation and knowledge of government standard

administrative procedures and policies will be essential. Applicants must have the following skills: good communications skills (written and oral), good report writing skills, project management, conflict management skills, good interpersonal relations, good organization and planning management. A valid Driver's License.

DUTIES : Plan and conduct compliance inspections to ensure compliance with the National Environmental Management Act, National Environmental Management: Biodiversity Act, the National Environmental Management: Protected Areas Act, its associated regulations and norms and standards. Plan and coordinate national activities/ joint operations on compliance monitoring at Ports of Entry/Exit. Maintain and administer compliance monitoring information management and reporting system pertaining to import and export requirements/ control. Participate in the implementation of compliance and enforcement measures to protect biodiversity. Work closely with other organs of state and conservation agencies. Provide technical support to the Sub-directorate. Provide technical support to all the Compliance and Enforcement projects. Perform administrative related functions.

ENQUIRIES : Mr W Rikhotso Tel No: 012 399 8803
CLOSING DATE : 27 June 2022

POST 21/61 : **ASSISTANT DIRECTOR: FORESTRY DEVELOPMENT REF NO: FOM19/2022**

SALARY : R477 090 per annum
CENTRE : Pietermaritzburg
REQUIREMENTS : Bachelor's Degree or Diploma (NQF level 6) in Forestry / Development studies or relevant equivalent qualification coupled a minimum of three (3) years relevant experience in forestry. Knowledge and understanding of the state Forest Act, the National Forest Act (NFA) and the National Veld and Forest Fire Act (NVFFA). Knowledge of PFMA and other related environmental legislations. Knowledge of the functions of different departments and levels of government Knowledge of Operations Management. Knowledge of Performance Management Systems. Project Management and strategic planning. Relationship Management Stakeholders engagement. Public Relations. Financial Management Change Management. Service Delivery Innovation (SDI). Problem Solving. Good presentation, excellent verbal and written communication, analytical, programme and project management, good interpersonal relations, and negotiation skills. Computer skills in MS Office Software a valid driver's license and must be willing to travel.

DUTIES : The incumbent will be responsible of implementation of 10 million tree programme. Provide and support other stakeholders Tree initiatives. Manage and implement Arbor Month / Abor city award plan. Support to small growers and Forest Enterprise Development Projects. Conduct needs analysis for existing and new projects. Contribute to the implementation of Forest Master Plan. Facilitate the establishment of new afforestation. Identify suitable land for forestry development programmes. Assist the communities with regard to the licensing of legal entities. Assist in Conduct scoping for potential for forestry to contribute to poverty alleviation Ensuring the integration of Forestry Development into Local, Provincial and National Developments sphere. Participate in the Comprehensive Rural Development and Urban Renewal Programme. Implement government objectives on community developments. Development on Administration and Staff management. Compile and submits staff EPMS documents. Consolidate staff reports for submission to Deputy Director Forestry Development.

ENQUIRIES : Ms WG Kutshwa Tel No: 033 3927700
CLOSING DATE : 27 June 2022

POST 21/62 : **ASSISTANT DIRECTOR: ADMINISTRATION AND COORDINATION REF NO: EP9015/2022**

SALARY : R382 245 per annum
CENTRE : Pretoria
REQUIREMENTS : Bachelor's degree/National Diploma (NQF6) in Public Administration or equivalent qualification within related field. A project management qualification will be an added advantage. 3-5 Years' experience in administration/management and coordination. A project management qualification will be an added advantage. 3-5 Years' experience in

administration/management and coordination. Knowledge of Departmental or government policies and practices (Knowledge of PFMA and other Financial Management and associated prescripts). Understanding of Inter-governmental relations. Sound organising and planning skills. Analytical thinking. Attention to detail. Advanced level of computer literacy- skilled and confident user in office applications such as MS Word, Excel, PowerPoint. Excellent communication, interpersonal and writing skills, Ability to work individually and in a team. Ability to work effectively with stakeholders at various levels. Problem solving. Ability to stay focused and work under extreme pressure. Proactive approach to meeting deadlines and delivering results with limited supervision.

DUTIES : Provide administration and co-ordination support services to the Office of the DDG for the effective and efficient management of the Branch: Environmental Programmes. Such include the following: Render procurement and budgeting services for the ODDG. Coordinate, consolidate and analyse inputs for the Branch Procurement and Budget, in compliance with applicable deadlines; Coordinate financial administration functions for the Office of the DDG. Monitor and analyse the implementation and coordinate the reporting of the Branch APP and expenditure. This includes coordinating the planning, monitoring and analysis of ODDG and EP Branch APP, procurement plan, finance and risk management reports; Analysis of branch expenditure reports. Quality assurance of submissions and documents submitted to the DDG. Monitor and analyse implementation of audit reports, recommendations of risk and quality assurance reports. Render secretariat functions for relevant Branch-related meetings and liaise with relevant stakeholders. Identify and direct important and key requests, both from internal and external stakeholders to relevant officials for attention. Coordinate timely responses of Branch's and compliance with enquiries, questions, requests and dates (including and not limited Cabinet, Portfolio Committees, Public, Internal and external audits and others). Provide document management services for the Office of the DDG. Provide support to the DDG as may be needed, as well as provide point of interaction with the DG's offices.

ENQUIRIES : Mr R Scott at 082 789 4136
CLOSING DATE : 27 June 2022

POST 21/63 : **LEGAL ADMINISTRATION OFFICER (MR5): LAW REFORM REF NO: RCSM06/2022**

SALARY : R378 990 per annum, (OSD)
CENTRE : Pretoria
REQUIREMENTS : An LLB degree (NQF8) coupled with at least 8 years post qualification experience in the provision of legal services. Knowledge of Environmental Law, Mining Law, Constitutional Law, Promotion of Access to Information Act and Administrative Law. An ability to provide legal opinions and advice, interpret legislation, good analytical and legal research skills, good verbal and written communication skills in English, good drafting skills, report and professional writing skills, computer literacy, an ability to work in a team, a pro-active, problem-solving, and positive attitude, and an ability to adhere to deadlines are essential. Proven experience in the drafting or vetting of draft primary or subordinate legislation. Must be able to travel and must have a driver's license and be able to work after hours or over weekends when necessary.

DUTIES : Draft, vet and comment on Bills, policies, and subordinate legislation. Provide assistance in taking Bills through Parliament and assist in Cabinet and Parliamentary processes. Provide legal opinions, advice and research on legislation administered by the department. Comment or vet submissions, letters, exemptions, authorizations, licenses or permits submitted to the Minister/ DG. Draft or provide input on Ministerial submissions and briefings, draft responses to media queries and Parliamentary queries. Provide legal support in meetings. Provide inputs or comments on legislation or policies received from other national departments. Manage delegation register for the Department. Coordinate law reform and policies. Provide legal support when environmental legislation is taken on review.

ENQUIRIES : Mr S Kobese Tel No: 012 399 9351
CLOSING DATE : 27 June 2022