

## DEPARTMENT OF FORESTRY FISHERIES AND THE ENVIRONMENT

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

- APPLICATIONS** : **Pretoria:** 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.  
**KwaZulu-Natal:** 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, 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 only, to be considered. Shortlisted candidates will be required to submit certified copies of qualifications, Senior Certificate, identity document and driver's license on or before the day of the interview. 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.

## MANAGEMENT ECHELON

- POST 43/37** : **DIRECTOR: CLIMATE CHANGE MITIGATION RESEARCH AND ANALYSIS**  
**REF NO: CCAQ17/2022**
- SALARY** : R1 073 187 per annum, (remuneration package), (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 Natural/Physical Sciences/ Environmental Development Planning or relevant qualification on NQF 7 as recognized by SAQA. A minimum of five years' experience at Middle/Senior Managerial level within the field of Environmental Management. Knowledge of environmental and development issues (globally, regionally, locally). Proven competence in

the area of sustainable energy training courses in Greenhouse Gas. Specialist knowledge of the latest international and national theory and developments in respect of environmental impact, land use and spatial planning legislation, policies and strategies. Ability to manage and plan for activities including projects. Ability to develop, interpret and apply policies, strategies and legislation. Knowledge of HR management practices, legal issues, negotiations and dealing with conflict. Demonstrated grounding in finance, Public Service procedures and policies. Knowledge of HR management practices, legal issues, negotiations skills and ability to deal with conflict; Stakeholder engagement; Strategic Capability and Leadership; Programme and Project Management; Financial Management; People Management and Empowerment. Completion of the Senior Management Pre-entry Programme as endorsed by the National School of Government (NSG).

**DUTIES** : Conduct research and prepare greenhouse gas data and related information to facilitate the development, review and refinement of SA national emissions trajectory and development of emissions pathways and scenarios. Provide support on climate change mitigation interventions undertaken to facilitate implementation of South Africa's Low Emission Development. Analyse and report progress in the implementation and effects of key mitigation actions to South African and international audiences. Continuously develop and upgrade the tools/ system that will be used to evaluate, monitor and verify national climate change mitigation responses. Facilitate and coordinate carbon sinks research and climate change mitigation responses related to land and ocean. Facilitation of the development, review and alignment of existing and new sector policies, legislation and regulation that have an impact on national carbon sinks. Facilitate and coordinate arrangements for the implementation of carbon sinks programmes and projects through formalization of institutional arrangements. Facilitate research and analysis in order to inform climate change mitigation decision and responses for the Agriculture, Forestry and Land Use sector. Conduct research to facilitate the development, review and refinement of SA national emissions trajectory and development of emissions pathways and scenarios

**ENQUERIES** : Mr J Witi Tel No: 012 399 9048

**CLOSING DATE** : 05 December 2022

#### OTHER POSTS

**POST 43/38** : **CONTROL ENVIRONMENTAL OFFICER GRADE A: ENERGY GREENHOUSE GAS INVENTORY AND SYSTEMS REF NO: CCAQ18/2022**  
(Three (03) Years Contract)  
(Re-advertisement. Applicants who previously applied are encourage to re-apply)

**SALARY** : R502 647 per annum, plus 37% lieu of benefits

**CENTRE** : Pretoria

**REQUIREMENTS** : An appropriate recognized four (4) year Degree (NQF8) in Environmental / Natural Sciences or equivalent qualification in a related field, coupled with six (6) years post qualification experience in the related field. Knowledge of environmental and climate change issues (globally, regionally, locally). Experience and knowledge in climate change policy development and an awareness of SA and government's priorities in this regard. Technical knowledge of the implications of climate change on development, environment and other relevant fields is critical. Environmental studies background, research and literature review. Knowledge of environmental issues/ environmental management, project management, general management practice, environmental, information technology, research scientific or engineering fields. Public procedures and prescripts, departmental procedures, communication skills, advanced planning and organising skills, computer literacy and report writing skills. Ability to work in multi-skilled team, ability to gather and analyse information, ability to work with stakeholders and meet tight deadlines. Ability to take initiative and be service orientated.

**DUTIES** : Ensure compilation of the South African greenhouse gas emissions inventory. Supporting the operationalisation of the national system for the greenhouse gas inventory. Establish and maintain memorandum of understanding with non-regulated data holders. Capturing and archiving of information used in emissions inventory development. Ensure implementation of the National GHG Improvement Programme related projects. Provide end user support and

training to GHG reporting entities on reporting requirements. Constantly evaluating training needs for reporting entities. Developing and updating standard operating procedures relating to the various aspects of the GHG emissions reporting system. Managing of reference data in the GHG reporting system and ensuring that it is in line with current international and local technical reporting guidelines. Ensure that appropriate interrelationships with GHG reporting entities are maintained throughout. Undertake the verification of information reported in the GHG emissions reports.

**ENQUIRIES** : Ms S Mashele Tel: 012 399 9195  
**CLOSING DATE** : 28 November 2022

**POST 43/39** : **DEPUTY DIRECTOR: MEDIA RESEARCH AND WRITING REF NO: CMS47/2022**

**SALARY** : R744 255 per annum, (all-inclusive remuneration package)  
**CENTRE** : Pretoria  
**REQUIREMENTS** : National Diploma on NQF level 6 or Bachelor's Degree in Journalism, Communication or equivalent qualification within the related field. A minimum of 3-5 years' experience in the related field of which three (3) years should be at an entry/junior managerial level (Assistant Director Level or equivalent). Knowledge of media and communications programme and project management and financial management. Sound understanding of language editing formats & quality control mechanisms. Administrative procedures. Strong journalistic writing skill. Excellent communication (written and verbal), coordination, sound planning and organizing skills. Thinking Demand: information evaluation, creativity, innovative and logical in decision-making. Excellent research skills. Good interpersonal skills. Ability to lead, motivate and coach a team. Ability to work irregular hours and meet tight deadlines. A valid driver's license.

**DUTIES** : Manage the process of researching, writing and editing of information. Draft opinion pieces, letters to the editor, media statements and speeches. Monitor and analyse media coverage. Draft media responses, media statements, fact sheets. Provide content editing functions. Monitor media analysis and develop interventions. Assess the coverage of critical stories and develop possible interventions where required. Support media engagement function. Coordinate proactive media interviews, press briefings and other media engagement activities. Draft communications, media strategies/plan. Contribute towards the development of the department's communication strategies and implementation plans. Contribute towards evaluation of communications and public awareness strategies. Draft and implement media (communication) plans for various programmes. Prepare exit reports for communication and media plans.

**ENQUIRIES** : Mr P Mbelengwa Tel No: (012) 399 8842  
**CLOSING DATE** : 05 December 2022

**POST 43/40** : **DEPUTY DIRECTOR: OCCUPATIONAL HEALTH AND SAFETY REF NO: CMS48/2022**

**SALARY** : R744 255 per annum, (all-inclusive remuneration package)  
**CENTRE** : Pretoria  
**REQUIREMENTS** : National Diploma on NQF level 6 or Degree in Occupational Health and Safety / Safety Management or relevant qualification. A minimum of 3-5 years' experience in Occupational Health and Safety of which three (3) years should be at an entry/junior managerial level (Assistant Director level or equivalent). In possession of SAMTRAC certificate or equivalent qualification. Registration with one of the OHS related professional associations. Knowledge of Occupational health and Safety Act and Regulations. Knowledge of National Building Regulations and standards. Understanding of ISO Quality Standards. Project and change management. Ability to develop and apply policies. Coordination and stakeholder liaison skills. Administrative procedures. Sound research, analytical, organizing and planning skills. Ability to gather and analyse information. Good communication skills (verbal and written) and presentation skills. Ability to work long hours.

**DUTIES** : Manage and ensure the implementation of Occupational Health and Safety (OHS) requirements and monitor compliance. Develop policies and guidelines according to ISO 45001. Develop and implement appropriate training programmes in the adoption of the OHS Management system. Oversee the

process of the appointment of statutory appointees. Build an OHS legal register for all Departmental for all activities which will be regularly reviewed and maintained. Ensure that the OHS risk management programme is implemented in the Department in line with the legal risk register. Manage emergency procedures and organise emergency teams. Ensure that a surveillance programme is designed and implemented for machinery service and maintenance / fire preventative and personal protective equipment. Ensure that an audit assurance programme is developed and implemented. Effectively manage all incidents and ensure that they are closed out after root cause analysis with effective control measures being implemented. Communicate OHS related matters including incidents, corrective and preventative measures on a suitable platform such as the OHS Committees. Provide dashboard reports regarding effectiveness and adequacy of control measures. Review effectiveness of governance protocols as per the OHS framework.

**ENQUIRIES** : Mr B Mtshali Tel No: (012) 399 9099  
**CLOSING DATE** : 05 December 2022

**POST 43/41** : **ASSISTANT DIRECTOR: FINANCIAL MANAGEMENT (GLOBAL ENVIRONMENT FACILITY PILLAR 1) REF NO: (RCSM18/2022)**  
 (5 Years Contract)  
 (Re-advertisement. Applicants who previously applied are encourage to re-apply)

**SALARY** : R382 245 per annum, plus 37% in lieu of benefits  
**CENTRE** : Pretoria  
**REQUIREMENTS** : A recognized Bachelor Degree/National Diploma (NQF Level 6) in Accounting/Financial management, Public Administration or equivalent qualification. A minimum of 3 years' experience in the related field. Knowledge in Financial and Procurement administrative procedures. Familiarity with the UN administrative and financial management systems. Working experience in rendering financial responsibilities in national or international projects or organization. Coordination and liaison skills. Organizational and financial planning skills. Good Communication skills (written and spoken). Ability to plan, co-ordinate and monitor own work plan and have a great sense of accuracy. Ability to work under pressure. Good interpersonal relations skills and Ability to work independently and in a team.

**DUTIES** : Provide general financial support to the project. Assist the Project Manager with effective financial management of the UNEP/GEF Project in accordance with the signed Project Document. Monitor project expenditure. Maintain financial records and reports. Assist project management in supporting the budget cycle (planning, preparation, revisions, and budget execution), Monitor the project expenditure. Prepare financial reports (quarterly and annual reports) with the Project Manager. Perform preparatory work for mandatory and general budget revisions, annual physical inventory and auditing, and assist external evaluators in fulfilling their mission. Provide assistance to partner agencies involved in project activities, performing and monitoring financial aspects to ensure compliance with budgeted costs in line with UNEP policies and procedures. Facilitate the procurement of goods and services, Maintain the inventory of the project assets.

**ENQUIRIES** : Mr W Erlank Tel No: 012 399 9445  
**CLOSING DATE** : 28 November 2022

**POST 43/42** : **ASSISTANT DIRECTOR: WETLAND PROGRAMMES REF NO: EP9020/2022**

**SALARY** : R477 090 per annum  
**CENTRE** : KwaZulu-Natal  
**REQUIREMENTS** : An appropriate Bachelor's Degree/National Diploma (NQF6) in Environmental Sciences or an appropriate equivalent qualification with minimum of 3 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.

**DUTIES**

: 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 EMP 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.

**ENQUIRIES**

: Mr. U R Bahadur ubahadur@dfe.gov.za Tel No: 012 399 8980

**CLOSING DATE**

: 28 November 2022