

DEPARTMENT OF FORESTRY, FISHERIES AND THE ENVIRONMENT

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

- 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 14 Loop Street Cape Town.
- FOR ATTENTION** : marked for the attention: Human Resources Management
- CLOSING DATE** : 19 December 2022
- 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.

OTHER POSTS

- POST 46/32** : **CONTROL SCIENTIFIC TECHNICIAN GRADE A REF NO: FIM44/2022**
- SALARY** : R466 482 per annum
- CENTRE** : Cape Town (Sea Point)
- REQUIREMENTS** : National Diploma in Science /Aquaculture or relevant and equivalent qualification as recognised by SAQA. Six (6) years post qualification technical or scientific experience in aquaculture. Compulsory registration with SACNASP as a certificated Natural Scientist. Knowledge of scientific methodologies in aquaculture research, systems and development, experience in programme and project management. Skills in computer-aided scientific applications, technical report writing and data analysis.
- DUTIES** : Develop and implement methodologies, policies, systems and procedures. Perform final review and approvals or audits on technical scientific projects. Performs technical scientific functions and establish procedural and regulatory frameworks. Provide technical support and advice. Develop relationships and collaborations at national, regional and international levels. Play a lead role in the presentation and exchange of technical knowledge and information. Lead the coordination and development of databases, procedures and regulatory

frameworks. Design the technical methodology for the acquisition and processing of data. Formulate and evaluate proposals and compile reports. Research and development. Initiate, lead, co-ordinate and conduct basic and applied research. Manage technical support for scientific research. Human capital development and professional development. Mentor, train and develop technicians and others to promote skills/knowledge transfer and adherence to sound scientific principles and code of practice.

- ENQUIRIES** : Ms A Bernatzeder at 082 687 533
- POST 46/33** : **ENVIRONMENTAL OFFICER PRODUCTION GRADE A: AQUACULTURE TECHNICAL SERVICES REF NO: FIM45/2022**
Three (3) Year SEX.40 NEMA contract
- SALARY CENTRE REQUIREMENTS** : R285 135 per annum
: Pretoria
: Bachelor's Degree or National Diploma in Environmental Management/ Natural Sciences or equivalent and relevant qualification as recognised by SAQA plus 1-2 years appropriate/ recognisable experience in aquaculture/ fisheries/ environmental management after obtaining the relevant qualification. Knowledge of the Marine Living Resources Act, National Environmental Management Act and associated environmental legislation. Knowledge of the Public Service Regulations, Labour Relations and Basic Conditions of Employment Act. Knowledge and experience in Project Management. Ability to develop and apply policies.
- DUTIES** : Monitor and enforce compliance in terms of aquaculture related legislation. Render technical advisory services and support towards the establishment and implementation of aquaculture projects/programmes. Provide technical support into the implementation of the Department aquaculture projects. Identification, assessment and monitoring of the aquaculture projects funded through the several government programmes. Facilitate aquaculture training and capacity building initiatives for members of the public, aspiring and existing aquaculture farmers and stakeholders. Collect, analyse and interpret aquaculture data and generate a provincial aquaculture production report to be incorporated into the South Africa's Aquaculture Yearbook. Perform administrative and related functions within the Directorate.
- ENQUIRIES** : Ms P Sibanda Tel No: 012 309 5743
- POST 46/34** : **HR PRACTITIONER: RECRUITMENT & SELECTION AND SERVICE CONDITIONS AND BENEFITS REF NO: CMS/2022**
- SALARY CENTRE REQUIREMENTS** : R269 214 per annum
: Pietermaritzburg
: National Diploma (NQF6) in Human Resource Management/ Development or equivalent qualifications. A minimum of one (1) year' experience in relevant field. Understanding of the Human Resource Management Legislation and regulatory framework. Knowledge of HR practices and procedures, administrative procedures. Skills: Good Communication skills (written and spoken). Good Presentation and People management skills, organising, planning skills. Ability to work long hours voluntarily, gather, analyse information develop and apply policies. Be able to work individually and in team and to work under extreme pressure. Ability to work with difficult persons and to resolve conflict. Sense of responsibility and loyalty.
- DUTIES** : Render support on the advertisement of posts and capture applications. Receive request to advertise from Line Managers, ensure vacancy exists and is funded, compile and drafts adverts in line with Job Description. Prepare advertising submissions and load on EDMS for approval to advertise, receive applications. Ensure safe keeping and packing for filed posts in terms of the National Archives Act. Render support on the shortlisting of competent human resources. Confirm shortlist meeting date with Line Manager and the Selection Committee within 5 working days. Facilitate shortlisting, serve as a technical adviser during shortlisting. Support effective interviewing of competent human resources. Record writes the events of the interviews meeting including the provision of advices to the Chairperson and the selection committee. Implement the application of human resources policies with specific reference to service conditions and benefits. Implementation and payments of service benefits. Implementation of the service termination process. Administer the implementation of PILIR. Provide support with the monitoring injury on duty

ENQUIRIES

processes by checking compliance with legislation e.g. COIDA. Conduct personnel suitability checks.
Ms S Nzwane Tel No: 021 493 7223