

## DEPARTMENT OF FORESTRY, FISHERIES AND THE ENVIRONMENT

- APPLICATION** : 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.
- FOR ATTENTION** : Human Resource Management
- CLOSING DATE** : 19 June 2023
- 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. 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. 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 18/25** : **DEPUTY DIRECTOR: MEDIA RESEARCH AND WRITING REF NO: CMS31/2023**  
Re-advertisement, applicants who applied previously are encouraged to re-apply.
- SALARY CENTRE REQUIREMENTS** : R811 560 per annum, (all inclusive remuneration package)  
: Pretoria  
: National Diploma (NQF level 6) in Journalism / Communication or equivalent qualification within the related field. A minimum of 3 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. 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

**POST 18/26** : **ENVIRONMENTAL OFFICER SPECIALISED PRODUCTION: LICENSING**  
**REF NO: CWM04/2023**

**SALARY** : R451 587 per annum, (OSD package)  
**CENTRE** : Pretoria  
**REQUIREMENTS** : Appropriate Honours Degree (NQF8) in Environmental Management/Science or relevant qualification. A minimum of three (3) years post qualification experience in the related field. Extensive technical and management experience in environmental and in project management. Knowledge of Environmental management. Chemicals & Waste management. Strategic coordination/ planning. Business planning. Knowledge of Policy development. Knowledge of policies, legislation, and procedures. Organisation performance management. Risk management. Audit procedures. Research methodologies and presentation. Project management. Accessing and operating the computerized post tracking system. Formats and routes of documentation throughout the department. Quality Control of documents. Different specialised fields of the branches and chief directorates expertise and responsibility. Organising skills, Facilitation skills. Good command of written and oral English and any other official language. Report/professional/technical writing skills. Computer literacy. Strategic, analytical and creative thinking. Innovative and proactive. Ability to work long hours voluntarily. Ability to gather and analyse information. Proven leadership skills. Ability to develop and apply policies. Ability to work independently and in a team. Ability to provide overall strategic guidance. Ability to lead multidisciplinary team. Good interpersonal relations skills. Ability to work under extreme pressure. Conflict management and resolution. Ability to organise and plan under pressure. Ability to collect and interpret information and reports. Responsibility and Loyalty. Discipline.

**DUTIES** : Process Waste management applications and Integrated Environmental Authorisation. Review Environmental Impact Assessment reports and provide written comments. Draft WML decisions based on submitted Environmental Impact Reports. Draft Integrated Environmental Permits (IPS) decisions based on submitted Environmental Impacts Reports. Conduct Facilities Waste Management Activities site visits. Draft Waste Management Licenses (WML) decisions. Prepare and draft decisions on WML Variations, WML Surrenders, WML Transfers of Ownership, WML Timeframe Renewals. Prepare and Draft Decisions on Waste Applications in terms of Waste Exclusions Regulations. Receive, and comprehensively Evaluate the Risk Assessment Reports submitted for the exclusion of waste stream or portion thereof from the definition of Waste. Evaluate the Risk Management Plans submitted to mitigate the identified Risks in the Risk Assessment Report and prepare draft decision on those applications. Participate in the drafting of Response Register on comments received for exclusion applications. Prepare a list of received Exclusion Applications with comments and responses from the Stakeholders once published for comments including draft decisions. Review Waste Management Licences. Extract from the Waste Information System WMLs due for reviews. Draft a list of proposed WMLs for reviews for discussion with your supervisor and sign off. Liaise with the facility and set-up a WML Review team (Including members from outside the Department when required). Review the WML and conclude the review process with a draft reviewed WML as an output. Provide Industry support. Attend, and provide technical inputs at Environmental Committee meetings. Evaluate Audit reports and provide technical inputs. Assist in the formulation of Environmental Monitoring Committees and ToRs thereof. Participate and conduct Licensing Awareness Campaigns. Process Appeals, PAIAs and S2G4G applications. Draft quality-controlled responses on PAIAs, Appeals and S24Gs rectifications on stipulated timeframes. Review the appeal in terms of technical information supported by scientific evidence. Submit appeal response to your supervisor on time. Review Environmental Assessment Reports in terms of S24G rectifications on time. Conduct site visits to confirm s24g application's activities. Draft S24G decisions as soon as possible.

**ENQUIRIES** : Mr M Phaladi Tel No: (012) 399 9852