

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. or can be emailed to the respective email address quoting the reference number on the subject email.
- CLOSING DATE FOR ATTENTION** : 13 July 2026
- NOTE** : Human Resource Management
- Application 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. All attachments for online application must include an application form Z83 and CV only, in PDF and as one (1) document or attachment, indicate the correct job title and the reference number of the post on the subject line of your email. Use the correct email address associated with the post. JPEG (picture/snapshot) application will not be accepted. 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 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. Entry level requirements for SMS posts: In terms of the Directive on Compulsory Capacity Development, Mandatory Training Days & Minimum Entry Requirements for SMS that was introduced on 1 April 2015, a requirement for SMS posts from 1 April 2020 is a successful completion of the Senior Management Pre-Entry Programme as endorsed by the National School of Government (NSG) prior to appointment. 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-pre-entryprogramme/>. Furthermore, all shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. 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 performance agreement and employment contract. The Department reserves the right not to make an appointment. By submitting the employment application form, you agree and consent in terms of Section 11(1) of the Protection of Personal Information Act (POPIA), 2013 (Act 4 of 2013), for your personal information which you provide to the DFFE to being processed by the department and its employees, agents, Cabinet committees, and subcontractors for recruitment purposes, in accordance with the POPIA of 2013. 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 POST

- POST 22/40** : **SENIOR LEGAL ADMINISTRATION OFFICER (MR6): MINING APPEALS (REF NO: RCSM19/2026)**
- SALARY CENTRE REQUIREMENTS** : R610 434 per annum (OSD)
Pretoria
- : LLB Degree or relevant qualification as recognized by SAQA. A minimum of 8 years' experience post qualification in in the relevant field. An extensive understanding of law, Public Services and Departmental procedures. Applicant must have a broad knowledge of strategic coordination, policy development, risk management and audit procedures. Understand the facilitation of project management, research methodologies and presentation. Have good reporting / professional writing, policy formulation and negotiation skills. Ability to gather and analyse information, and adherence to timelines is essential. Ability to work with

difficult persons and to resolve conflict. The incumbent must have a valid driver's license.

DUTIES

: Manage the coordination and administration of appeals in terms of NEMA and other applicable legislation with specific on mining related appeals. Receive and respond to all appeals related queries from stakeholders including the appellants and applicants using the CD service standards. Convene appeals committee meeting to discuss the appeals depending on the complexity of the appeal. Attend the filing of finalized appeals in terms of internal filing policies and guidelines. Manage the coordination and administration of waste management and enforcement appeals. Manage the drafting of ministerial submissions and appeal decisions in respect of environmental authorizations issued by the DMRE. All grounds of appeal, responding statements and line function comment to be captured in a logical sequence in appeal decision. Adherence to timeframes as per the 2014 National Appeal Regulations. Manage the provision of general legal support. Ensure the drafting of instructions to counsel requesting legal opinions. Provide support to litigation on appeals matters by attending consultations with counsel and compile record

ENQUIRIES

: Ms H Van Schalkwyk / Ms F Patal Tel: (012) 399 8835 / (012) 399 9330

APPLICATIONS

: RCSM19-2026@dffe.gov.za