ANNEXURE D

DEPARTMENT OF FORESTRY, FISHERIES AND THE ENVIRONMENT
The National Department of Forestry, Fisheries and the Environment is an equal opportunity, affirmative action employer.

APPLICATIONS	:	All applications to be submitted online on the following link: https://erecruitment.environment.gov.za/
CLOSING DATE	:	21 December 2026, 16:00. No late applications will be accepted
NOTE	:	Interested applicants must submit their applications via the above link. Applicant must ensure that they complete all sections on the online Z83 and attached a detailed CV with at least three (3) contactable references. Failure to complete or disclose all required information will automatically disqualify the applicant. No late applications will be accepted. Shortlisted candidates will be required to submit certified copies of qualifications, 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 all applicants 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. All shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One must be a practical exercise, and the other must be an Integrity (Ethical Conduct) Assessment. Selection panels shall score both technical exercises as an additional criterion in the interview process. All shortlisted candidates for SMS posts will be subjected to a technical exercise and interview. Following the technical exercise and interview, a maximum of three (3) SMS candidates will undergo psychometric assessments to assess cognitive capabilities, behavioural preferences, emotional intelligence, and integrity. Persons appointed 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. If you have not been contacted within three 3 months after the closing date of the advertisement, please accept that your application was unsuccessful. 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.

MANAGEMENT ECHELON

POST 43/51	:	**CHIEF DIRECTOR: BUSINESS PERFORMANCE & STRATEGIC MANAGEMENT REF: CMS61/2026**
SALARY	:	R1 554 696 per annum, (all-inclusive salary package)
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. Knowledge of strategic management and service delivery improvement. Successful

completion of the Senior Management Pre-entry Programme as endorsed by the National School of Government (NSG) must be submitted prior to appointment. Strategic capability and leadership; people management and empowerment. Understanding of project management and financial management. Knowledge of policy development and monitoring and evaluation process. Ability to lead a multidisciplinary team. Knowledge of performance reporting and administrative procedures. Sound organising, planning and excellent communication skills, report writing, analytical, innovative, problem solving, and interpersonal skills. Ability to work under pressure and long hours.

DUTIES : Provide overall leadership by ensuring the strategic management and co-ordination as well as the successful functioning of the Chief Directorate. Oversee the development and implementation of the Department's strategic and annual performance plans. Provide strategic planning support on the development of the sector's Medium Term Strategic Framework Plan. Oversee the development and maintenance of an integrated monitoring and evaluation system. Facilitate the development of capacity to implement and manage the monitoring and evaluation system. Ensure the development and implementation of service delivery improvement plans and initiatives. Manage and coordinate the development and monitoring of the Department Service Delivery Improvement Programme. Oversee sector planning and monitoring for the implementation of sector priorities.

ENQUIRIES : Ms M Mashala Tel No: (012) 399 9450

POST 43/52 : **CHIEF DIRECTOR: GOVERNMENT INFORMATION TECHNOLOGY OFFICE REF NO: CMS62/2026**
(Re-advertisement)

SALARY : R1 554 696 per annum, (all-inclusive salary package)
CENTRE : Pretoria
REQUIREMENTS : An undergraduate qualification (NQF7) in Information Technology or relevant qualification within the related field as recognized by SAQA. A minimum of five (5) years' experience at a senior managerial level in the related field. Successful completion of the Senior Management Pre-entry Programme as endorsed by the National School of Government (NSG) must be submitted prior to appointment. Extensive knowledge of Information Technology. Experience in project management. Knowledge of financial management. Ability to develop and apply policies. Experience in contract management. Understanding of financial management (PFMA and Treasury regulations). Ability to lead a multidisciplinary team. Strategic planning skills. Administrative and HR procedures. Good coordination and stakeholder liaison. Innovative and proactive. Sound research, analytical, organising, planning and presentation skills. Excellent communication skills (verbal and written). Sense of responsibility and loyalty. Ability to work long hours.

DUTIES : Align the department's information management (information management systems included) and information technology strategy with the strategic direction, management plans and the business processes of the department. Develop departmental supporting information management and information technology enabler policies and strategies, regulations, standards, norms, guidelines, best practices and procedures, derived from the national information management and information technology policy and strategy, standards and norms developed by the GITO Council and DPSA, but focussed on the specific requirements of the department. Develop draft plan for cloud computing. Represent the department at the GITO Council. Promote effective management of information and information technology as enabler as a strategic resource. Apply an enterprise-wide approach to the use of information management, (information technology systems and infrastructure included) in supporting the business units and business processes, bridging diverse systems to establish a client-focussed service strategy, eliminating unnecessary duplication, increase overall coordination and control, and rapidly introduce new systems and technology to improve service delivery. * Development information and technology systems infrastructure architecture and conduct investigations into the maintenance of existing technologies, availability, needs and demand of new technologies. Rationalise unnecessary duplication and redundancy of information and technologies in the department. Promote common solutions for common requirements across the department. Promote the utilisation of technology as a key enabler for the future in

delivering information and services and promote its use in the re-engineering/transformation of government service delivery. Raising the level of awareness of top management to the potential of the delivery of information services through enabling technologies. Change the culture of the department to embrace an enterprise-wide information management and information technology approach. Manage the SITA relationship, control of the Business Agreement (BA) and Service Level Agreements (SLA's) with SITA and/or other suppliers of information management and information technology goods and services. Utilization of security mechanisms and ensure compliance to the relevant regulatory framework. Responsible for ensuring development and training of the members in the department in relevant information technology matters. Manage the relevant component of the Department where applicable.

ENQUIRIES : Ms M Mashala Tel No: (012) 399 9450

OTHER POSTS

POST 43/53 : **DEPUTY DIRECTOR: INTERNAL COMMUNICATIONS REF NO:CMS59/2026**

SALARY : R932 292 per annum
CENTRE : Pretoria
REQUIREMENTS : National Diploma (NQF6) in Communication/Journalism or relevant qualification as recognized by SAQA. A minimum of five (5) years' experience in internal communications or relevant field of which three (3) years should be at an entry/junior managerial level (Assistant Director level or equivalent). Knowledge in content writing and editing. Understanding of organizational communication. Ability to gather and analyse information. Project management. Understanding of Public Finance Management Act (PFMA) prescripts. Administrative procedures. Ability to lead multidisciplinary team. Computer literacy. Good coordination, organizational and planning. Innovative and proactive. Strong verbal and written communication skills
DUTIES : Plan and coordinate internal events and staff engagements. Develop and implement internal communication plans, in line with the Department's communications strategy. Plan and implement staff engagement activities/initiatives. Provide logistical support for all internal major events. Attend and monitor internal communication events/activities. Provide support in any communication related project/programme in the department. Coordinate and monitor internal communication's performance. Monitor the performance and output of the Internal Communications sub-directorate. Lead, manage and supervise the internal communications team. Develop and ensure implementation of the operational plan. Manage the operational resources and equipment. Manage all internal communications platforms. Lead the development and production of all internal staff publications and newsletters. Plan and coordinate joint internal information sessions. Ensure the provision of information and content on television screens. Ensure daily release of internal updates, announcements and notices through Internal Communications email. Collaborate with internal units to create staff information campaigns. Liaise with internal stakeholders to develop staff engagement strategies. Develop creative solutions to drive staff information campaigns. Liaise with graphics team to create digital infographics for internal dissemination.
ENQUIRIES : Mr. S Molekwa Tel No: (012) 399 9993

POST 43/54 : **PRINCIPAL COMMUNICATIONS OFFICER: ELECTRONIC COMMUNICATIONS REF NO: CMS60/2026**

SALARY : R413 001 per annum
CENTRE : Pretoria
REQUIREMENTS : National Diploma (NQF6) in Journalism/Communication or relevant qualification recognized by SAQA. A minimum of two (2) year's experience in media buying. Knowledge of electronic communications. Ability to collect and interpret information and reports. Knowledge of writing and editing. Innovative and proactive. Monitor and control. Understanding of public relations. Knowledge of administrative procedures. Ability to coordinate, organize and plan. Creative and analytical writing. Proficiency in Microsoft Word, Excel, and PowerPoint. Good communication (verbal and written), Planning and organizing skills. Responsible and loyal.

DUTIES : Facilitate effective communication and consultation with clients and suppliers to ensure clear information exchange. Receive and assess advertising and communication requests including draft content and requirements. Engage with end-users to clarify content, objectives, and requirements. Advise and engage end-users on appropriate media platforms and channels. Administer and coordinate requests for quotes and confirmation processes in compliance with supply chain management policies and established timelines. Compile and process supply chain documents. Ensure that supplier allocations are completed and aligned with project requirements. Monitor budget usage and payment administration by ensuring accurate financial processing, expenditure monitoring, and ensuring adherence to financial policies. Evaluate media-buying proposals against budget allocations and campaign objectives and recommend alternatives where required. Monitor media-buying budget expenditure and compile quarterly reports. Maintain accurate media-buying financial records and prepare documents for audit purposes. Coordinate the development, review, and approval of designs and artworks for public notices to ensure alignment with the department's branding standards, communication objectives, and publication requirements. Coordinate development of public notice artworks and designs. Ensure compliance with corporate identity and branding guidelines. Maintain timely communication and consultation between designers, content owners, and approvers. Administer public notices and information governance. Coordinate editorial quality assurance of contents, manage revisions, and obtain editorial sign-off. Edit and adapt content for various media formats (print, radio, squeeze backs, etc.). Ensure publishing in newspapers/radio/website/television. Oversee application of translation services. Compile media buying reports for management reporting and performance analysis.

ENQUIRIES : Mr. S Molekwa Tel No: (012) 399 9993

POST 43/55 : **OCCUPATIONAL HEALTH AND SAFETY OFFICER - HEALTH & SAFETY MANAGEMENT (X2 POSTS)**

SALARY : R413 001 per annum

CENTRE : Pretoria Ref No: EP28/2026
East London Ref No: EP29/2026

REQUIREMENTS : National Diploma (NQF6) in Occupational Health and Safety (OHS) or relevant qualification (National Diploma in OHS will receive preference). A minimum of 2 years' experience in Occupational Health and Safety or relevant field. Registration with SACPCMP will be of advantage. Experience in the ISO 45001 (previously OHSAS 18001) will be of advantage. Knowledge of applicable legislation, (e.g., Public Service Act, Departmental procedures and prescripts, Public Finance Management Act (PFMA, Health and Safety Act, Compensation for Occupational Injuries and Diseases Act, Environmental Management Act). Knowledge of strategic planning, and ability to establish and manage relevant systems and controls. Knowledge and background in scientific processes and ability to develop, interpret and apply policies, strategies and legislation. Skills: Communications skills (written & verbal), Planning and organising skills, Adequate skills in computer use, Advanced skills in project management, good interpersonal relations, stakeholder engagement and research. Ability to be honest, work long hours voluntarily. Ability to gather and analyse information, develop and apply policies. Ability to work individually and in team, good interpersonal relations skills and creativity. Ability to work under pressure. Ability to work with difficult persons and to resolve conflict, character beyond reproach, articulation and Initiative and creativity. Valid driver's license and willingness to travel and work long hours with limited supervision.

DUTIES : Conduct OHS compliance assessments within the Environmental Programmes to ensure compliance with the Occupational Health & Safety Act and ISO 45001 requirements. Assess OHS plans and files on site. Attend OHS meetings to monitor compliance and corrective actions. Undertake regular inspection and audits of EP projects within legislative framework. Conduct Provincial major incidents investigations and determine mitigation measures needed for OHS interventions; write up incident reports and engage with operations around the implementation of recommendations. Identify occupational health and safety interventions to address compliance shortcomings. Analyse provincial quarterly self-assessment report from implementation and recommend intervention required. Participate in the development and review of all applicable Occupational Health and Safety Policies, Procedures and

standards in the EP branch. Ensure compliance to implementation of all relevant ISO's standards (ISO14001 / ISO 45001 / ISO 31000 standards) and best management practice. Participate in development of HIRA and safe work procedure for each specific EP operation through applicable job safety analysis (JSA) and risk assessment analysis. Assist in project hazard Identification and risk identification (HIRA) associated with each specific operations. Coordination and facilitation of occupational health & safety capacity building to all provincial EP projects. Assist provincial line functions in identifying and ensuring applicable occupational health and safety training needs are met. Introduce relevant intervention to correct sub-standard conditions. Provide and coordinate relevant OH&S induction training to all provincial operational EP staff. Assist in Management of a COIDA System & Administrative procedure. Oversee the provincial implementation and administration of COIDA claims by all participants in EP branch. Ensure that claim schedules are submitted to National DD:OHS Assessing validity of claims with respect to the COID.

ENQUIRIES : Mr. Mohammad Talip Tel No: (044) 802 2708 / 072 632 5382

POST 43/56 : **ENVIRONMENTAL OFFICER PRODUCTION GRADE A: WASTE MINIMIZATION AND CIRCULAR ECONOMY REF NO: CWM09/2026**

SALARY : R357 597 per annum
CENTRE : Pretoria
REQUIREMENTS : National Diploma (NQF6) in Environmental Management or Natural Science or relevant qualification as recognised by SAQA. A minimum of one (1) years' experience in a relevant field. Knowledge and understanding of environmental issues, government strategic policies and plans, Environmental management, waste management and applicable legislative framework, Environmental legislation and waste management principles management. Environmental policy development methodologies. Knowledge of Circular economy principles and resource efficiency strategies. Knowledge of government administration and financial procedures, Planning, Monitoring & Reporting, Administration and Financial Management Public Service and Departmental procedures and prescripts. Government policies and procedures. Strategic skills. Analytical and creative thinking skills. Ability to work long hours voluntarily. Ability to gather and analyse information Ability to develop and apply policies. Ability to work independently and in a team. Good interpersonal relations. Conflict management and resolution. Responsibility and Loyalty. Discipline. Extensive technical and management experience in environmental and in project management.

DUTIES : Provide technical and project management support on the WEMP and NWMS interventions. Provide support in monitoring project implementation and environmental performance indicators. Conduct basic research on waste management systems, circular economy models, and sustainability trends; Provide support in benchmarking studies and best practices locally and internationally on waste management and circular economy. Analyse local, national, and international environmental policies and identify opportunities for waste economy policy improvement. Provide technical support on Circular Economy; Provide technical and administrative support in the coordination, monitoring, analysis, and progress reporting on waste management interventions aligned with the African Union Continental Circular Economy Action Plan for Africa (CEAP), 2024–2034. Provide technical support to the Chair of the ACEA Working Group on Built Environment through coordination, research, stakeholder engagement, and technical inputs. Provide support to the focal points for GACERE, ACEA, GFCCE and other regional and global platforms on circular economy and resource efficiency (eg, WCEF, IRP, MEAs, etc.) on technical policy developments on circular economy and resource mobilization. Prepare technical reports, policy briefs, presentations, and recommendations for management and stakeholders. Ensure stakeholder liaison and provide technical administration.

ENQUIRIES : Ms. H Blou Tel No: (012) 399 9763