

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

ERRATUM: Kindly note that the advertised post of Senior Vetting Investigator Ref No: CMS03/2023 (post 03/61) in the Public Service Vacancy Circular no: 3 dated 27 January 2023 has been withdrawn.

MANAGEMENT ECHELON

<u>POST 14/53</u>	:	<u>CHIEF DIRECTOR: COMMUNICATIONS AND ADVOCACY REF NO: CMS18/2023</u>
<u>SALARY</u>	:	R1 269 951 per annum, (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.
<u>CENTRE</u>	:	Pretoria
<u>REQUIREMENTS</u>	:	An undergraduate qualification in Journalism / Communications or relevant qualification on NQF 7 within the related field. Five (5) years of experience at a senior managerial level within the relevant field. Knowledge of corporate communications. Understanding of media management legislation and regulatory framework. Strategic capability and leadership; people management and empowerment. Knowledge of media. Ability to develop and apply policies. Understanding of change management, project management and financial management (PFMA and Treasury regulations). Ability to lead a multidisciplinary team. Strategic planning management. Administrative and HR procedures. Good coordination and stakeholder liaison. Sound research, analytical, organising, planning and presentation skills. Excellent communication skills (verbal and written). Sense of responsibility and loyalty. Ability to work under extreme pressure and long hours. Completion of the Senior Management Pre-entry Programme as endorsed by the National School of Government (NSG).
<u>DUTIES</u>	:	Providing leadership and strategic direction to the Chief Directorate: Ensuring the development and implementation of the department's Communication Strategy and Policy; Provide proactive and effective management of the departmental media relations strategy/plan; Lead the development and implementation of public education and awareness portfolio of the department; Facilitate research and sourcing of content from branches for production of speeches and publication in various digital and traditional media platforms. Provide high-level media liaison support and services to the Minister, Deputy Minister and the Director General. Oversee the planning and execution of departmental events in terms of the departmental events plan. Ensure the provision of effective internal communication services. Facilitate effective management of all communication initiatives that profile the work of government and the department. Provide leadership in intergovernmental communications programmes (Clusters and Government Communicators Forum) in collaboration with GCIS.
<u>ENQUIRIES</u>	:	Ms T Bhunu Tel No: 012 399 9946
<u>APPLICATIONS</u>	:	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.
<u>FOR ATTENTION</u>	:	Human Resource Management
<u>NOTE</u>	:	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. 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 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). 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/>. The successful candidate will be required to provide proof of completion of the NSG Public Service Senior Management Leadership Programme Certificate for entry into the SMS. 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 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.

CLOSING DATE

: 15 May 2023

POST 14/54

: **DIRECTOR: SOCIOECONOMIC SECTORS REF NO: CCAQ06/2023**

SALARY

: R1 105 383 per annum, (all-inclusive salary package)

CENTRE

: Pretoria

REQUIREMENTS

: An undergraduate qualification in Environmental Management or Development Planning or relevant qualification on (NQF7) within the related field as recognised by SAQA. Extensive experience in the relevant field. A minimum of five (5) years' experience at middle/senior management level within the relevant field. Knowledge of environmental, climate change and development issues (globally, regionally, locally). Proven competence in the area of climate change adaptation. Specialist knowledge of the latest international and national theory and developments in respect of climate change impacts, risks and vulnerability assessments as well as adaptation planning. Ability to undertake climate risk and vulnerability assessments for socio-economic sectors and coordinate climate change adaptation planning.; Good interpersonal relations skills. Knowledge of strategic planning and budgeting. Project Management skills. Service orientated. Sound organising, planning and leadership skills. Knowledge of HR management practices. Ability to develop, interpret and implement policies, strategies, and legislation. Excellent communication, analytical, innovative, problem solving, and interpersonal skills. Stakeholder engagement; Negotiation skills; Public Relations; Research skills. Ability to work under pressure and long hours. Successful completion of the Senior Management Pre-entry Programme as endorsed by the National School of Government (NSG).

DUTIES

: Coordinate climate change adaptation responses in the socio-economic sectors of society in partnerships with relevant departments. Assess and rank the risks to the society and environment associated with the various possible climate change impact scenarios. Coordinate the development of the risk profile of the socio-economic sectors. Provide strategic leadership to mainstreaming of climate change into sector departments planning instruments. Provide strategic leadership, support and assist affected sector in mainstreaming key short- and medium-term adaptation interventions into the social sectors. Manage the support for the development of sector strategies for infrastructure, human settlements and

planning, health, disaster risk and management response measures. Manage and develop sector strategies for agriculture, forestry, water, fisheries and tourism response measures. Coordinate provincial and local support programme to integrate climate change into planning tools and build capacity for climate response. Coordinate the implementation of climate change adaptation research strategy.

**ENQUERIES
APPLICATIONS**

: Mr T Ramaru Tel No: 012 399 9252
:
: 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.
Application for KZN must be forwarded to the Director-General, Department of Forestry, Fisheries and the Environment: Private Bag X9029, Pietermaritzburg, 3200 or hand-deliver to 185 Langalibalele Street, Old Mutual building, Pietermaritzburg, 3200

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CLOSING DATE

: 22 May 2023

OTHER POSTS

POST 14/55

: **DEPUTY DIRECTOR: DEMAND AND ACQUISITION MANAGEMENT REF NO: CFO21/2023**

**SALARY
CENTRE**

: R766 584 per annum
: Pretoria

REQUIREMENTS

: A Degree/ National Diploma (NQF6) in Supply Chain Management or equivalent qualification in the related field coupled with 3-5 years' experience in supply chain management of which 3 years should be at entry / junior management level (Assistant Director Level or equivalent). Knowledge of acquisition management, procurement and business practices. Ability to establish and manage acquisition management systems and controls. Knowledge of strategic planning and budgeting. Ability to develop, interpret and apply policies, strategies and legislation. Knowledge of HR management practices, legal issues, negotiations and dealing with conflict. Assist in career planning and effective deployment of personnel. Ability to control and manage the acquisition of services and acquisition of the department. Sufficient knowledge of specific computer software packages and efficient use of associated hardware. Perform in-house training for subordinates. Acquisition Management; Government budgeting processes; Risk management; Public Service financial legislative frameworks; Contract management; Financial Management; PUBLIC Finance Management Act (PFMA) and Departmental policies and procedures. Skills: Policy formulation; Negotiations skills; Computer Literacy; Presentation and public speaking; Project management; Good interpersonal relations; Relationship Management; Stakeholder engagement; Public Relations; Research; Strategic Capability and Leadership; Programme and Project Management; Financial Management; Change Management; Knowledge Management; Service Delivery Innovation (SDI) and Problem Solving and Analysis. Personal Attributes: Honesty; Ability to work long hours voluntarily; Ability to gather and analyse information. Ability to develop and apply policies. Ability to work individually and in team. Good interpersonal relations skills; Creativity; Ability to work under pressure; Ability to work with difficult persons and to resolve conflict. Character beyond reproach; Articulate and Sense of responsibility and loyalty. Initiative and creativity.

DUTIES

: Participate in the research and needs analysis for the Department. Check and verify approval for outsourcing of goods/services. Check specifications from project managers for correctness and accuracy. Ensure timeous advertisement of bids requirements. Manage proper recording of bid proposals. Ensure all bids received and awarded are correctly published on DFFE website and Government Tender Bulletin and media, which it was advertised in. Verify bidding documentation for distribution. Ensure the opening and closing of bid box during closing of bids. Ensure proper recording of bid proposals. Provide technical support to the bid evaluation committee and calculate points in terms of functionality, price and B-BBEE. Check recommendations and documentation to the Departmental Adjudication Committee (DAC) for accuracy and correctness. Provide monthly B-BBEE status report on bids awarded. Provide progress report on bids awarded with skills transfer. Establish the bid specification, bid evaluation and bid adjudication committees, and oversee the proper functioning of the committees. Ensure co-ordination and facilitation of procurement of goods/services above R1000 000,00 and professional services below R1000 000,00. Reviews of Supply Chain Management Policies and delegations. Provide continuous advice, support to line manager, and ensure compliance with all supply chain management policies/delegation/legislation. Annual review supply chain Management delegations and policies. Inform officials of updated delegations and policies. Monitor adherence to delegations and policies by Branches. Interact, liaise and advise regarding supply chain management related matters and the utilisation of public financial resources. Manage the annual SCM risk assessment, Develop the SCM risk universe and risk response plan.

ENQUIRIES APPLICATIONS

: Mr. K Magano Tel No: (012) 399 9515
: 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.

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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). 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/>. The successful candidate will be required to provide proof of completion of the NSG Public Service Senior Management Leadership Programme Certificate for entry into the SMS. 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 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.

CLOSING DATE

: 15 May 2023

POST 14/56

: **IT DATABASE ADMINISTRATOR REF NO: CMS14/2023**

Re-advert readvertisement applicants that previously applied need not apply again their applications will still be considered.

SALARY

: R766 584 per annum, (all-inclusive remuneration package)

CENTRE

: Pretoria

REQUIREMENTS

: National Diploma (NQF6) in Information Technology or relevant qualification. A minimum of 3 years' experience in Database Design, of which three (3) years should be in junior management level (ASD) in Information Technology or relevant field. Knowledge of process and business requirements studies, IT support services, ITC management legislative frameworks, Information Systems, Desktop management, Systems Development Life Cycle, Office Automation, Infrastructure Development, Public Service and Departmental procedures and prescripts, financial management and HR practice & procedures. Knowledge and understanding of project management, change management, people management and empowerment. Sound planning and organizing skills, communication skills, interpersonal relations skills, analytical and problem-solving skills. Ability to gather and analyze information. Ability to develop and apply policies. Ability to work with difficult persons and to resolve conflict. Ability to work under extreme pressure. Ability to work individually and in team. Ability to work long hours voluntarily.

DUTIES

: Manage the Installation, configuration, upgrading of data migration, database creation, maintenance, storage and capacity planning management of licenses and support. Ensure availability of IT services. Pro-active monitoring of the collection and analysis of database statistics. Develop, Implement, and maintain backup and recovery plans, procedures, best practices, and standards, ensure backup and recovery plans for all databases. Implement measures to ensure data integrity and security of all databases. 5. Implementation of the master systems plan.

ENQUIRIES

: Ms N Dlamini Tel No: 012 399 8725

<u>APPLICATIONS</u>	:	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.
	:	Application for KZN must be forwarded to the Director-General, Department of Forestry, Fisheries and the Environment: Private Bag X9029, Pietermaritzburg, 3200 or hand-deliver to 185 Langalibalele Street, Old Mutual building, Pietermaritzburg, 3200
<u>FOR ATTENTION NOTE</u>	:	Human Resource Management
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<u>CLOSING DATE</u>	:	22 May 2023
<u>POST 14/57</u>	:	<u>DEPUTY DIRECTOR: VESSEL AND HELICOPTER MANAGEMENT REF NO: OC07/2023</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R766 584 per annum, (all-inclusive package)
	:	Cape Town (Waterfront)
	:	Degree or National Diploma in Maritime Studies; Maritime Economics or Logistics Management Or equivalent qualification in related field, plus 3–5 years' experience in Maritime operations or related field. The incumbent to have at least 3 years' relevant experience at junior management level (ASD). Commercial Aviation Management Training and Advanced Project Management will be an added advantage. Experience in Port Regulations, Clearing & Forwarding, Contract Management Vessel Operations, IMO Regulations, Administrative procedures, Ship Management, Ship Financial Management, Project Management, Risk Management, ISPS Code; ICAO Regulations, and Civil Aviation protocols. Planning and Organising, Computer literacy, Leadership and Management,

Communication skills (written and spoken), Negotiation, Programme and Project Management, Decision-making skills, Report writing skills, Analytical skills. 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 lead multidisciplinary team. Good and 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. Interpersonal relations and ability to take Initiative.

DUTIES

: Ensure operational, policy controls and financial sustainability of the Vessel operations and technical oversight. Maintain presence in the Antarctica and Southern Oceans. Implement ship management protocol. Ensure crew training, development and transformation. Monitor the performance of crew in terms of career progression and training initiatives. Manage SA Agulhas II budget and ensure optimal utilization of funds. Implement the Ship Access Control Policy. Implement Drug and Alcohol Policy. Contract management of the S.A. Agulhas II and Algoa and quay management (East Pier, Waterfront). Monitor the performance of Contractors and Service Providers to ensure adherence to SLA's or contractual obligations. Monitor performance of various suppliers and contractors that are commissioned to perform supply and maintenance activities on Departmental Vessels. Ensure good customer relations and stakeholder management. Research/literature studies on new industry / sector developments to improve expertise. Engage with Search and Rescue Coordination Centre. Liaise with Civil Aviation Authority with regard to inspections on Aircrafts. Follow up on audit findings with regard to contract compliance and safety related. Ensure shipping governance and security management. Provide support to the security personnel to be able to assist in the ship berthing recording. Ensure compliance to the Port security regulations. Ensure cost recovered for vessels Berthing at East Pier and charter revenue. Ensure SHEQ compliance. Manage and mitigate risks which will be a threat/danger to the Departments assets and the vessels. Implement fuel efficiency analysis and reporting. Develop a Business Plan to promote chartering and revenue generation. Ensure proper cargo and passenger documentation for shipping purposes to avoid any future possible litigation against the Department. Manage technical and related personnel and assets. Ensure the helicopters are delivered on time, used efficiently and all incidents are reported.

ENQUIRIES APPLICATIONS

: Dr L Fikizolo Tel No: 021 493 7029
: May be forwarded to the Director-General, Department of Forestry, Fisheries and the Environment, 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 NOTE

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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.

<u>CLOSING DATE</u>	:	09 May 2023
<u>POST 14/58</u>	:	<u>ASSISTANT DIRECTOR: DEMAND AND ACQUISITION MANAGEMENT REF NO: CFO22/2023</u>
<u>SALARY</u>	:	R393 711 per annum
<u>CENTRE</u>	:	Pretoria
<u>REQUIREMENTS</u>	:	A 3-year Degree/ National Diploma (NQF6) in Supply Chain Management or equivalent qualification in the related field coupled with 3-5 years' experience in supply chain management. Knowledge of procurement and business practices. Ability to establish and manage Demand systems and controls. Knowledge of strategic planning and budgeting. Ability to develop, interpret and apply policies, strategies and legislation. Knowledge of HR management practices, legal issues, negotiations and dealing with conflict. Assist in career planning and effective deployment of personnel. Ability to control and manage the acquisition of services and Demand plan of the department. Sufficient knowledge of specific computer software packages and efficient use of associated hardware. Perform in-house training for subordinates. Skills& Competencies: Advanced skills in policy formulation; Advanced negotiation skills; Adequate skills in computer use; Advanced skills in financial; Advanced skills in respect of formal presentation and public speaking; negotiation skills. Management and project management. Good interpersonal relations; Relationship Management; Stakeholder engagement; Public Relations; Research; Strategic Capability and Leadership. Programme and Project Management; Financial Management; Change Management; Knowledge Management; Service Delivery Innovation (SDI). Problem Solving and Analysis. People Management and Empowerment. Client Orientation and Customer Focus.
<u>DUTIES</u>	:	Participate in the research and needs analysis for the Department. Update and provide report on the procurement plan. Ensure an effective SCM performance management system is developed and implemented in accordance with departmental policies and procedures and applicable legislative. Develop and review the Departmental Preferential Procurement Regulation and when required. Report on supply chain management information as required to internal and external stakeholders. Enhance the database and align it to Treasury Circulars and practice notes. Facilitate Acquisition Management in compliance with SCM legislations, prescripts and sound corporate governance. Ensure that all bids received and awarded are published on DFFE website, Government Tender Bulletin and media. Monitor the opening and closing of bid box. Ensure proper recording of bid proposals received. Ensuring that checking of compliancy of every bid received is correct. Ensure that project managers are informed timeously to arrange BEC meetings. Ensure the correctness of the goods and services in order to mitigate DFFE procurement risk and audit exposure. Confirm the procurement of bids above R1000 000.00 within 120 days. Provide monthly B-BBEE status report on bids awarded. Confirm the procurement of bids below R1000 000.00 within 40 days. Submit all mandatory reports to DD; Tender register, Bids Implementation register, skills report etc. Timely and relevant supply chain information reported to relevant stakeholders in compliance with departmental policies and procedures and applicable legislative requirements.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr. K Magano Tel No: (012) 399 9515 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.

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CLOSING DATE

: 15 May 2023

POST 14/59

: **ESTATE MANAGER: WOODLANDS& INDIGENEOUS FOREST MANAGEMENT**

**SALARY
CENTRE
REQUIREMENTS**

: R393 711 per annum
: KZN Umzimkhulu
: Degree/National Diploma (NQF6) in Forestry or relevant equivalent qualification within related field with a minimum of three (3) years relevant experience in Indigenous Forest management. Knowledge and understanding of National Forest Act, 1998 (Act No. 84 of 1998) and National Veld and Forest Fire Act, 1998 (Act No. 101 of 1998), management and regulatory processes. Knowledge and understanding of Public Service Act, Occupational Health and Safety Act, PFMA, Treasury Regulations. Knowledge and understanding of PCI&S framework, Participatory Forest Management, and relevant environmental legislations. Good presentation skills, excellent verbal and written communication, analytical and problem-solving skills, good interpersonal relations. Ability to work under pressure and after hours. Planning and organizing skills. Computer skills in MS Office Software, a valid driver's licence and must be willing to travel.

DUTIES

: Provide leadership and direction with regards to sustainable management of the indigenous forests in the Forest Estate, based on the following key performance areas: Implement criteria, indicators, and standards for sustainable management of indigenous forests. Conduct Forest Assessments and monitoring. Conduct the principle, criteria, indicators, and standards (PCI&S) self-audits. Development, maintenance, and implementation of management plans. Management and rehabilitation of degraded forest areas, wetlands, and riparian zones. Develop and

implement resource security plan for the estate. Disseminate technical and general information to relevant stakeholders (internal and external) and advise stakeholders on amendments in policies, protocols, regulations and guidelines. Manage and develop human resources. Enforce regulations and legislation applicable on the estate. Co-ordinate and conduct regular forest patrols. Conduct financial management and asset management. Manage the infrastructure to ensure the functional utilization, maintenance, and development within the forest estate. Promote environmental awareness and manage internal and external relationships with all interested and affected stakeholders to the estate.

**ENQUIRIES
APPLICATIONS**

: Ms B Mzulwini at 0663288140
: 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.

Application for KZN must be forwarded to the Director-General, Department of Forestry, Fisheries and the Environment: Private Bag X9029, Pietermaritzburg, 3200 or hand-deliver to 185 Langalibalele Street, Old Mutual building, Pietermaritzburg, 3200

**FOR ATTENTION
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. 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 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). 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/>. The successful candidate will be required to provide proof of completion of the NSG Public Service Senior Management Leadership Programme Certificate for entry into the SMS. 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 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.

CLOSING DATE

: 22 May 2023

POST 14/60

: **SENIOR FORESTRY DEVELOPMENT OFFICER REF NO: FOM20/2023**

**SALARY
CENTRE**

: R331 188 per annum
: KwaZulu-Natal (Herry Gwala District)

REQUIREMENTS

: Degree/National Diploma (NQF6) in Forestry/ Development Studies or equivalent qualification within related field plus a minimum of one (1) year' experience. Knowledge: Knowledge of housing management. Knowledge and understanding of the National Forests Acts (NFA) and the National Veld and Forest Fire Act (NVFFA). Knowledge of the function of different departments and levels of government. Knowledge of Operations Management. Knowledge of Reporting systems and processes. Knowledge of Performance Management Systems, Government business practices and policies. Departmental service delivery, Project Management and strategic planning. Relationship management and stakeholder engagement. Public Relations, Research, Strategic Capability Knowledge of Management Service Delivery Innovation (SDI). Leadership skills. Financial Management, Change Management. Honesty and Integrity, Willingness to learn new skills, ability to work under pressure and handle criticism. Ability to gather and analyse information. Team leading and good interpersonal relations skills. Ability to negotiate in difficult situations and to resolve conflict. Sense of responsibility and loyalty. Taking initiatives, creativity, and willingness to travel.

DUTIES

: Provide technical advice and support in terms of greening programs or initiatives for institutional development. Conduct awareness campaigns on forestry greening initiatives. Promote partnership between government, Non-Government Organizations (NGO's) and private individuals and communities to ensure long term commitment to land forestry programmes. Promote sustainable use of natural resources on woodland & indigenous forest areas on privately and communal owned land through partnerships with interested and affected party. Render support on the implementation of livelihood development programs or projects. Facilitate the implementation of projects such as mushroom, bee keeping, vegetable gardens and medicinal gardens etc. Identify areas of challenges. Conduct training to impact skills on the identified programs or projects. Render support on the implementation of forestry enterprise development initiatives. Facilitate the establishment of new afforestation, facilitate the rehabilitation of degraded plantations to a business entity and identify suitable land for forestry development programs. Assist the communities with regard to the registration of legal entities. Provide general administration support services. Compile monthly and quarterly progress reports. Develop and maintain database, provide support for the co-ordination of activities on forestry awareness campaign and empowerment. Facilitate the co-ordination of capacity building workshops on the public participation processes targeting communities.

ENQUIRIES

: Ms. W Kutshwa Tel No: 033 392 7707

APPLICATIONS

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CLOSING DATE : 22 May 2023

POST 14/61 : **SCIENTIFIC TECHNICIAN PRODUCTION GRADE A- MARINE BIODIVERSITY RESEARCH REF NO: 13/2023**

SALARY : R326 031 per annum
CENTRE : Cape Town

REQUIREMENTS : National Diploma in Marine Science or relevant comparable qualification, three years post-qualification experience. Compulsory registration with SACNASP as a certified Natural Scientist. A valid code 08/EB driver's license. Knowledge of marine invertebrate biodiversity, in particular inshore and offshore ecosystems. Ability to develop, maintain and operate technological equipment required for biodiversity, ecological sampling and ecophysiology experiments. Experience with laboratory processes, data management, Geographical Information Systems (GIS), statistical analyses of biodiversity and ecological data, and report writing. Good interpersonal and communication skills. Willingness and ability to go on extended field trips, including ship-based surveys; the successful candidate must pass a medical examination for seafarers (Section 101 of the SAMSA Act 57 of 1951). Possession of a class IV commercial diving certificate, or higher and a small craft skippers' certificate (Merchant Shipping Act, 1951). Experience in research design and application of data collection methods. Familiarity with data management/ quality control and parameters for validation. Experience in data management and analysis software/programs. Understanding of practical application; design; maintenance and/or calibration of marine monitoring equipment/systems. Ability to independently initiate, plan and participate in field work. Successful candidate must be within the basic parameters to satisfy sea-going & commercial diver medical/physical and Safety at Sea Training. The following would be an added advantage: Knowledge/Experience in technical aspects for Eco physiological/experimental laboratory studies including the set-up and continuous maintenance of instruments and collection of long-term environmental data; and marine invertebrate identifications/taxonomy. Experience at sea and near/inshore field surveys relating to benthic sampling in particular of which a small craft skipper's certificate (Merchant Shipping Act, 1951) and/or knowledge of deployment of oceanographic equipment will be useful.

DUTIES : The candidate will be responsible for supporting researchers by performing technical scientific functions and tasks, such as preparation for and participation in research activities, data collection through research cruises setting up experimental/laboratory studies including animal husbandry and data collection, the maintenance and collection of long-term environmental data to support laboratory studies, field and dive surveys, maintenance of laboratory/field equipment, calibration and operation of scientific equipment. The candidate must undergo continuous professional development to keep up with new technologies

and procedures. Produce technical reports and findings. Provide technical/scientific information and advice. Promote public awareness of scientific activities. Perform procurement of equipment and other administrative tasks, maintain databases, and analyse technical and scientific data. Provide mentorship and training where required.

ENQUIRIES : Dr Toufiek Samaai at (0832479485) /Dr Tanya Haupt (0825948168) /Mrs Liesl Janson at (0845176646)

APPLICATIONS : May be forwarded to the Director-General, Department of Forestry, Fisheries and the Environment, 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

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CLOSING DATE : 09 May 2023

POST 14/62 : **PROVISIONING ADMINISTRATIVE OFFICER: DEMAND MANAGEMENT REF NO: CFO11/2023 (X10 POSTS)**

SALARY : R269 214 per annum
CENTRE : Pretoria
REQUIREMENTS : National Diploma (NQF6) in Supply Chain Management or equivalent qualification within the related coupled with a minimum of one (1) year experience in Supply Chain Management, Procurement, or related field. Thorough knowledge and understanding of government procurement systems and relevant legislation. Knowledge of supply chain management and database management. Knowledge of PFMA; PPPFA and supply chain policies and procedures. Knowledge of Treasury Regulations and BBBEE acts. Monitoring and evaluation theory and methodology; monitoring and evaluation systems. Project management; problem identification and solving skills. organisation and presentation skills. Interpersonal and diplomacy skills; decision making skills; negotiation and conflict management. Ability to conduct business with integrity and in a fair and reasonable manner. Ability to promote mutual trust and respect. Incumbent must be innovative; reliable;

flexible; creative; solution driven, and people orientated; hard-working and highly motivated. Ability to meet tight deadlines whilst delivering excellent results. Service delivery orientation.

DUTIES

: Facilitate the process of developing the departmental annual procurement plan. Determine whether specifications should contain any special conditions. Identify/implement preference points system and appropriate goals per commodity in terms of preferential procurement policy objective. Analyse specification/terms of reference. Track all movements of specification and terms of references submission. Ensure compliance with prescript requirements. Prepare monthly and quarterly demand management reports. Attend to relevant queries. Render effective administration of quotations.

**ENQUIRIES
APPLICATIONS**

: Ms FT Maleho Tel No: 012 399 8755
: 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.
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**FOR ATTENTION
NOTE**

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CLOSING DATE

: 22 May 2023

POST 14/63

: **MARINE RESEARCH ASSISTANT REF NO: OC12/2023 (X2 POSTS)**

SALARY

: R269 214 per annum

**CENTRE
REQUIREMENTS**

: Cape Town
: National Diploma in Marine Science or relevant comparable qualification. 1-2 years' experience required in relevant field. The candidate must have the following skills: A valid code 08/EB driver's license. Research, sound organising and planning skills. Good communication skills. Computer literacy. Leadership. Basic Analytical skills. Honesty. Ability to work long hours voluntarily. Ability to work individually and in team. Good interpersonal relations skills. Laboratory management experience/knowledge. Experience with traditional and/or innovative biological sampling gear and technologies, including analysis of biological samples such as Plankton. Sound knowledge/experience of automated image analysis of plankton and plastics. Willingness and ability to go on extended field trips, including ship-based surveys; the successful candidate must pass a medical examination for seafarers (Section 101 of the SAMSA Act 57 of 1951). Understanding of practical application; design; maintenance and/or calibration of marine monitoring equipment/systems. Ability to independently initiate, plan and participate in field work. Successful candidate must be within the basic parameters to satisfy sea-going & physical and Safety at Sea Training.

DUTIES

: The candidate will be responsible to perform under supervision technical scientific functions and tasks that require basic interpretation in the presence of an established framework. Preparation for and participation in research activities. Data collection through field surveys. Operation of scientific equipment. Research/literature studies on scientific equipment to improve expertise. Operation of scientific equipment. Sample analysis. Safe laboratory practices. Research/literature studies on scientific equipment to improve expertise. Operation of scientific equipment. Sample analysis. Plastics Flow-Cam analysis. Accurate raw data capturing and interpretation. Participate in data processing and validate into databases. Dissemination of data on request in summarized form. Sample analysis. Continuous professional development to keep up with new technologies and procedures. Attend mandatory prescribed courses. Self-learning on the job training. Train on CPR functions/ sample analysis

**ENQUIRIES
APPLICATIONS**

: Mr. M Worship Tel No: 082 309 7546 / Mr. J Khanyile Tel No: 083 433 7652
: May be forwarded to the Director-General, Department of Forestry, Fisheries and the Environment, 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

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CLOSING DATE

: 09 May 2023

POST 14/64

: **FORESTRY FOREMAN REF NO: FOM21/2023**

SALARY

: R151 884 per annum

CENTRE

: KwaZulu-Natal (Ulundi Nursery)

REQUIREMENTS

: ABET Level 4 and minimum 1 years' experience required. Knowledge of propagation, supervisory skills and record keeping. Good communication skills (written and verbal). Interpersonal skills, problem solving and numerical skills. Listening skills, must be responsible, attentive, conscientious and love of plants. Ability to work under pressure, ability to work with difficult people, responsible and loyalty. Honesty, reliable and the ability to work long hours' voluntary. Ability to work with limited supervision, ability to share knowledge, good interpersonal relations.

DUTIES

: Conduct and oversee the seedlings production activities in a nursery, Supervision of operational activities with regards to tree/plant production, i.e supervision of activities such as seed collection, seed cleaning, seed preparation, seeding tray preparation, sowing, cuttings collection, planting transplanting, filling of planting bags, transportation of planting bags to bed, weeding, fertilization, irrigation, general maintenance duties, repair duties. Supervision of all goods and services required in the nursery for optimal production. Co-ordination of all operational activities on the ground in the nursery. Allocation of tasks to the personnel. Leave management for all personnel. Maintain discipline in the nursery, in adherence to DFFE policies and country labour law. Render assistance to all public or customers visiting the nursery looking into procure trees/ plant. The client has to be given appropriate information on the different species available in the nursery and its characteristics, before client procures. Support all clients with technical knowledge of trees, if requested by customers when procuring trees for example information relating to How to plant a tree and maintain a tree once planted. Support to greening programs (such as Arbor month, Edu -plants etc), when requesting, which will entail the following activities, Workshop participation, Distribution trees. Tree planting etc Order seeds and seedling. Provide training and development to staff, provide on the job training, and provide coaching to staff.

ENQUIRIES

: Ms. W Kutshwa Tel No: 033 392 7707

APPLICATIONS

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<u>CLOSING DATE</u>	:	22 May 2023
<u>POST 14/65</u>	:	<u>FORESTRY SERVICE AID REF NO: FOM22/2023 (X4 POSTS)</u>
<u>SALARY</u>	:	R107 196 per annum, (Total salary package of R 223 729 per annum/conditions apply)
<u>CENTRE</u>	:	Kwazulu-Natal (Ulundi and Nyangweni Nursery)
<u>REQUIREMENTS</u>	:	ABET or relevant qualification. No experience required. Knowledge of Planting and propagation. Communication skills, Planning, Interpersonal skills and Listening skills. Planning and execution, acceptance of responsibility and teamwork. Reliability, self-discipline, and positive attitude.
<u>DUTIES</u>	:	Render functions within nursery. Seeds collection Cleaning of seeds. Seed pre-sowing treatment. Preparation of seedling trays Sowing of seed. Preparation and sowing of cuttings. Filling of planting bags with soil. Prepare space in beds for transplanting. Transplanting of seedling from trays to bags. Transplanting of trees from small to bigger bags. Packing of transplanted trees. Mixing of sand and compost. Manual and chemical weed control. Irrigation of seedlings and trees. Assist with stocktaking. Tagging of plants correctly. Check seedlings and plants for pests and diseases. Assist the customers coming to buy trees. Responsible for the tools allocated. Report any damage in the nursery to the Foreman. Move sand and compost to the tables or beds. Move seedlings, crates, and trees. Keep equipment clean after use. Participate in the sale of seedlings.
<u>ENQUIRIES</u>	:	Ms. W Kutshwa Tel No: 033 392 7707
<u>APPLICATIONS</u>	:	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. Application for KZN must be forwarded to the Director-General, Department of Forestry, Fisheries and the Environment: Private Bag X9029, Pietermaritzburg, 3200 or hand-deliver to 185 Langalibalele Street, Old Mutual building, Pietermaritzburg ,3200
<u>FOR ATTENTION</u>	:	Human Resource Management
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CLOSING DATE

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22 May 2023