

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.
Cape Town/ Northwest/ Northern Cape applications must be submitted to 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** : Human Resource Management
- CLOSING DATE** : 08 September 2023
- NOTE** : 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. The following appointment requirements are applicable into SMS positions: 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 complete the Pre-entry certificate into SMS (Nyukela certificate) prior appointment. 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.

MANAGEMENT ECHELON

- POST 30/16** : **CHIEF DIRECTOR: INTEGRATED WASTE MANAGEMENT REF NO: CWM04/2023**
- SALARY** : R1 371 558 per annum (terms and conditions apply)
- CENTRE** : Pretoria
- REQUIREMENTS** : An undergraduate NQF level 7 qualification in Natural Sciences or equivalent relevant qualification plus five years' experience at senior management in an environmental management field. A post-graduate qualification (NQF 8) will be an added advantage. Knowledge of environmental quality and protection related policies. Environmental policy, legislation and regulation development, Waste Management planning. Understanding of Environmental issues relating

to pollution prevention and management, Understanding of government standard administrative procedures. Knowledge of business planning and budgeting methodologies, Understanding of HR practices and procedures. Policy development and implementation, Financial and Procurement administrative procedures (PFMA & Treasury Regulations). Strategic, analytical and creative thinking. Innovative and proactive. Leadership, Negotiation Management and Coordination skills, Organizational and planning, Communication skills (written and spoken), Programme and Project Management, Decision-making skills, Report writing skills. Willingness to work under pressure and long hours. The candidates must be in possession of a valid Driver's License, which must be attached to the application and must be prepared to travel.

DUTIES : Provide support to municipalities in order to ensure the sound management of waste and the provision of the waste collection service to all citizens. Manage the development of a national legal framework, raise awareness and built capacity in industry and civil society in order to ensure reduced releases of general waste streams into the environment. Provide effective partnerships, cooperative governance and local government support in integrated waste management. Improve socio-economic benefits and Enhanced International Cooperation Supportive of SA's Environmental and sustainable development priorities. Provide support and enhanced capacity for environment sector and effective knowledge and information management for the environmental sector. Manage human resources and financial management.

ENQUIRIES : Ms M Musekene Tel No: (012) 399 9407

POST 30/17 : **DIRECTOR: FORESTRY SECTOR TRANSFORMATION REF NO: FOM41/2023**

SALARY : R1 162 200 per annum
CENTRE : Pretoria

REQUIREMENTS : An appropriate Undergraduate qualification in Forestry/ Natural Science/Public Administration/Community Development or relevant qualification within the related field (NQF level 7) as recognized by SAQA. Applicants must have 5 years of experience at middle / senior management level. Knowledge of Expanded Public Works programme, integrated sustainable rural development and urban renewal programme. Knowledge and understanding of Transformation programmes. Understanding of the Transformation regulatory frameworks, ie Transformation Act, Skills Development Act, Skills Levies Act, Environment, and legislation. Undertaking of skills audit. Knowledge of policy development and business process management. Understanding of change management and financial management. Programme and Project Management skills. Sound organising, planning and leadership skills. Excellent communication, analytical, innovative, problem solving, and interpersonal skills. Ability to work under pressure and long hours.

DUTIES : Ensure coordination and administration of the Forest Sector Charter Codes. Ensure effective functioning and funding of the Forest Sector Charter Council. Facilitate the development and ensure effective implementation of the Forestry Transformation Strategy and priorities. Manage and facilitate the development of capacity for transformation in the sector. Implement the transformation sector calendar. Conduct surveys, data analysis and implement intervention plans. Coordinate the reporting process for participants. Facilitate funding to promote and support transformation of the sector. Ensure 12 coordination and facilitation for the growth of the sector in line with the Masterplan. Ensure governance structures required for the implementation of the Masterplan are operational. Monitor and evaluate targets set in the Masterplan. Promote and monitor the implementation of transformation programmes. Facilitate the development of a database for vulnerable groups (i.e., youth, women, people living with disabilities and communities) within the forestry sector. Create awareness on sector forestry programmes with specific reference to Masterplan and the Transformation Charter. Liaison with key sector role players to promote the implementation of the Forest Sector Charter and the Masterplan.

ENQUIRIES : Ms Mulalo Nefale Tel No: (012) 309 5717

OTHER POSTS

POST 30/18 : **DEPUTY DIRECTOR: FORESTRY SECTOR ANALYSIS REF NO: FOM42/2023**

SALARY : R958 825 per annum

CENTRE : Pretoria

REQUIREMENTS : National Diploma/Degree in Forestry / Natural Sciences (NQFL6) or relevant qualification. 3-5 years' experience in Forestry of which three (3) of them should be at entry/junior managerial level (Assistant Director level or equivalent). Knowledge of Forestry and environmental management sector, Project and programme management, Public finance regulations, Public service regulations. Knowledge of all relevant Acts such as National Forests Act, 1998 (NFA), National Environmental Management Act, 1998 (NEMA), National Environmental Management: Biodiversity Act, 2004 (NEMBA), National Environment Management: Protected Areas, 2003 (NEMPAA), National Veld and Forest Fires Act, 1998 (NVFFA), Enumeration for collection of data. Communication skills (written and verbal), Ability to work under pressure, Planning and organizing, Leadership skills. Facilitation and negotiation skills, Analytical skills, Planning and execution, Report writing skills. Financial management.

DUTIES : Develop statistics and trend analysis pertaining to the forest sector. Ensure the analysis, interpretation and provision of relevant data and information to various stakeholders. Perform triennial analysis of the State of forest and periodic forest resource assessment to provide forest sector trends. Develop periodic and on-demand qualitative analysis of and report on specific forest-sector issues. Develop Forestry Sector reports. Publishes annual report on Commercial Timber Resources and Primary Roundwood Processing in South Africa (Commercial Timber Statistics). Provide forestry inputs into other inter-governmental processes. Provision of strategic forestry information and knowledge to support policy development and decision-making. Ensure the development of operational plan and programme for knowledge management in the forestry and natural resources management function. Provide Technical Information on Forest Resources. Provide forestry technical advice on the development of forestry sector strategies. Consolidate inputs on comments from internal and external stakeholders. Research on the latest information concerning the forest sector. Ensure compliance with regional and international conventions, agreements and processes. Participate and produce country reports to ensure compliance with regional and international processes and conventions. Coordinate the collection of data, analysis, development and submission of regional and international reports on forests as well as on forest genetic resources. Review and make recommendations on the reporting tables for the Global Forests Resources Assessment (FRA) programme. Manage the resources of the Sub directorate (Physical, Human and Financial).

ENQUIRIES : Mr M Jakavula Tel No: (040) 492 0098

POST 30/19 : **DEPUTY DIRECTOR: FORESTRY RESEARCH, DEVELOPMENT AND INNOVATION REF NO: FOM43/2023**

SALARY : R958 825 per annum

CENTRE : Pretoria

REQUIREMENTS : National Diploma/Degree in Forestry (NQF L6) or relevant equivalent qualification, a post-graduate qualification will be an added advantage 3-5 years' experience in forestry related field of which three (3) of them should be at entry/junior managerial level (Assistant Director level or equivalent). knowledge in - forest science: Silviculture, Forest Ecology & Forest Pests & Disease, Genetics, Conservation Ecology, Forest Mensuration, Forest Yield Studies, Forest Harvesting / Engineering, Community Forestry, Wood Science PLUS knowledge of aspects of Environmental science: General Ecology, Phytosociology, Conservation Management, Catchment hydrology, Resource valuation. Personal Attributes: Efficient and productive, Innovative and creative, Reliable, Quality of work – with attention to detail, Independent / self –motivated, Effective communicator, Strong leadership and ability to motivate staff, Work systematically, Well organised.

DUTIES : Management and supervision of the Forest Science Development unit. Continuous Professional Development in Forest Science. Conduct and supervise research. Mentoring and training. Facilitation of Investment in Forest Science Development. Facilitate funding for forestry research. Identify external

sources of research funds. Develop funding mechanisms and agreements with funders. Forest Research Coordination: Manage the implementation and review of the Department's national forestry research and development strategy. Commission external service providers for specific policy / strategy review assignments. Develop research and development strategy for the forest sector. Convene and facilitate periodic consultation processes for forestry research and development strategy review. Development and Maintenance of Research Infrastructure. Support South Africa's participation in international forest research processes. Develop standing agreements with research bodies and academic institutions about collaboration on research matters. Administer the process of approval for research projects with reference to the delegations under the National Forests Act, 1998 and the National Veld and Forest Fire Act. Develop research strategy for the sector. Manage research and development programmes and projects. Ensure and facilitate appropriate reporting and dissemination of research findings. Manage knowledge resources and intellectual property rights. Manage network of innovation in the forestry sector.

ENQUIRIES : Mr M Jakavula Tel No: (040) 492 0098

POST 30/20 : **ADMINISTRATIVE SUPPORT MANAGER REF NO: WB4/2023**
(12 Months Contract)

The Department of Forestry, Fisheries and the Environment is advertising the following positions on behalf of the Waste Management Bureau. The post is on a 12 months' contract. The Waste Management Bureau is an organ of state established to be a specialist implementing agent that facilitates waste minimisation and recycling.

SALARY : R811 560 per annum (total cost to company)
CENTRE : Pretoria

REQUIREMENTS : An appropriate recognised Degree / National Diploma in Administration (NQF Level 06) or equivalent qualification. 3-5 experience in administration environment of which three (3) of them should be at entry/ junior management level (Assistant Director Level or equivalent). Good command of written and oral English and any other official language. Business planning and report/professional writing. Strong presentation development and PowerPoint skills. Knowledge of business process management. Organisation performance management. Risk management. Audit procedures. Knowledge formats and routes of documents throughout the department. Quality Control of documents. Understanding of the hierarchy and management structure of the organisation/department and different specialised fields of the branches and Divisions. Ability to communicate with ministries, senior management, official and the public in a professional manner. Knowledge of Policies, legislation and procedures. Sound organising, planning and leadership skills. Ability to work under pressure and long hours. In possession of a valid driver's licence.

DUTIES : Provide document management to the Bureau. Provide effective administration support for the bureau. Provide secretarial and administrative support in the Office Executive Programme Manager. Monitor branch expenditure and raise flags with managers. Provide strategic planning and Reporting including preparation of PowerPoint presentations. Coordinate the performance report. Support the implementation of the Performance Plans. Coordinate ad-hoc projects and implementation of management meeting resolution. Support the DDG on implementation of tasks/ assignments as directed by Minister/ DG including to coordinate compilation and collation of responses for Parliamentary Questions, Portfolio Committees, and other governance structures. Co-ordinate the Bureau's participation in departmental meetings and forums. Manage document flow. Provide administrative support to the management. Provide logistical support and financial support services to the unit. Quality control of documents. Provide secretarial and administrative support in the Office of the Programme Manager. Coordinate collation, compilation and submission of all the unit's related obligations. Manage budget, expenditure for the unit. Coordinate all logistics for meetings, travelling arrangements, etc; Coordinate unit's meetings/ workshops, sessions. Coordinate and manage projects in the office of the Executive Programme Manager. Ensure efficient records management; administer office correspondence, documents and reports. Management of resources (financial, and human) including the coordination of performance contract for the

		Executive Programme Manager. Manage a register of all contract for the Waste Bureau.
<u>ENQUIRIES</u>	:	Mr Pardon Ndlovu Tel No: (012) 399-8807
<u>POST 30/21</u>	:	<u>ASSISTANT DIRECTOR: FORESTRY SCIENTIFIC SERVICES REF NO: FOM51 /2023</u>
<u>SALARY</u>	:	R527 298 per annum, (Total package of R733 453 per annum/ condition apply)
<u>CENTRES</u>	:	Pretoria
<u>REQUIREMENTS</u>	:	An appropriate Postgraduate Diploma or Bachelor of Science or Honours Degree (NQF level 7) in Forestry or equivalent qualification. A minimum of three to five (3-5) years' experience in forestry or experience in the related fields. Knowledge and understanding of the National Forest Act, 1998 (Act 84 of 1998) and the National Veld and Forest Fire Act, 1996 (Act 101 of 1996). Extensive subject knowledge and related technical skills in the planning and/or management of forest estates / research related to forest ecology, production forestry, agroforestry, urban forestry and/or environmental or economic aspects of forestry or in the rendering of forestry scientific services. Knowledge of conservation planning (mathematical methods), timber yield estimation and regulation (mathematical methods), design of forest management systems, development of forest/conservation management plans, map reading, species identification, and forest inventory/ floristic survey/ wildlife census. Design and commission research, implement and disseminate research findings (innovate and forest science development) advance forest science through research and communication of research findings. Skills: Extensive knowledge and technical skills of project management, facilitation and coordination skills as well as excellent analytical thinking and problem solving, superior verbal and written communication and presentation skills. Good leadership and interpersonal relations. Ability to negotiate in difficult situations. Advanced computer skills in MS Office software. Physical fortitude and ability to work extensive hours and under pressure. A valid driver's license and must be willing to travel.
<u>DUTIES</u>	:	Monitoring of forest resources through forest assessments and surveys: involving classification and mapping of forests, field data collection, data maintenance and analysis. Design and conduct research and communication of research findings. Provide scientific advice in relation to the protection of trees, forests and environmental resources Provide scientific guidance on sustainable forest management for planted trees and all types of forests, with reference among other to water, soil conservation, climate change and biodiversity; and risks such as fire, pests and diseases. Conduct data analysis on various forestry related topics. Development of information products about forestry and related subjects. Provision of technical support for compliance and law enforcement measures as well as integrated environmental management. Provision of forestry scientific support in relation to domestic and international policy discourse, including multilateral environmental agreements. Liaise with stakeholders, coordinate and facilitate events and meetings. Supervision of staff, financial and physical resources of the unit as well as reporting.
<u>ENQUIRIES</u>	:	Mr JJ Bester Tel No: (012) 309 5767
<u>NOTE</u>	:	All shortlisted candidates will be subjected to skills/knowledge test as part of the selection process.
<u>POST 30/22</u>	:	<u>SENIOR FOREST SCIENTIST REF NO: FOM 45/2023 (X3 POSTS)</u>
<u>SALARY</u>	:	R359 517 per annum, (Total package of R529 878 per annum/conditions apply)
<u>CENTRE</u>	:	Pretoria
<u>REQUIREMENTS</u>	:	National Diploma / Bachelor of Science. (NQFL6) in Forestry or Natural Science. 2-3 years experience in Forestry or related field Understanding of forest science theory and application, understanding of the forestry legislation and regulatory framework, project management. An Honest, reliable, Accuracy and precision, Initiative, creativity, problem solver, Ability to work long hours voluntarily, physical fortitude and ability to conduct physical fieldwork work, ability to gather and analyse information, ability to develop and apply technical procedures/policies, ability to work individually and in team, good interpersonal relations skills, ability to work under extreme pressure, Character beyond reproach, Articulate, sense of responsibility and loyalty. A valid driver's license and must be willing to travel. Skills: Computer software, Research, Analytical, Organising, Planning, Presentation, Forest mensuration + GIS, Good

		communication skills (verbal and written) Good interpersonal. General science foundation.
<u>DUTIES</u>	:	Monitor natural forest resources for Sustainable Forest Management. Maintain existing forest monitoring systems for all types of forests (Natural Forests, Woodlands, plantations, and other cultivated forest trees) Conduct Forest surveys and inventories. Produce original data through field recording as per forest monitoring programs and projects. Conduct preliminary data integrity evaluations. Apply appropriate data archiving protocols to ensure data preservation and accessibility. Process data gathered and interpret information during forest monitoring, including through use of applicable software and modelling approaches. Conduct Forest Surveys and inventories. Provide Scientific and Technical Support for Protection of Trees and Forests. Provide data in relation to threatened forest ecosystems and other vegetation types. Provide scientific and technical support towards planning for protection of forests and woodlands. Conduct field assessments and site inspections to generate updated site-specific information. Provide technical support and scientific content in the development of forest conservation / management plans. Provide Technical Support for Regulation of Forests. Provision of advice on matters regarding to development affecting forests. Assist internal clients with provision and site visit in relation to EIA and provide mitigation measures for implementation (Environmental Impact Assessment). Provide Scientific information and technical advice in support of policy development and implementation; including domestic and international policy processes such as relating to climate change, biodiversity, desertification and international trade in forest produce and wildlife.
<u>ENQUIRIES</u>	:	Mr JJ Bester Tel No: (012) 309 5767
<u>NOTE</u>	:	All shortlisted candidates will be subjected to skills/knowledge test as part of the selection process.
<u>POST 30/23</u>	:	<u>GISc TECHNICIAN PRODUCTION GRADE A-C (OSD) REF NO: FOM44/2023</u>
<u>SALARY</u>	:	R353 013 per annum
<u>CENTRE</u>	:	Pretoria
<u>REQUIREMENTS</u>	:	Applicants must be in possession National Diploma / Bachelors' Degree (NQF Level 6) in GISc / Cartography or relevant qualification with 3-year post qualification technical GISc experience in forestry or natural forest resource management planning and implementation or related fields. Compulsory registration with South African Geomatics Council (SAGC) as a GISc Technician. Knowledge of Geo-Database design and analysis. Knowledge of research and development. Legal and operational compliance. Programme and project management. Advance Computer skills, Planning, Organising and Execution, teamwork, Problem Solving Analysis and Decision Making, Customer Service, Communication and Interpersonal Relations, Language Proficiency. A valid driver's license.
<u>DUTIES</u>	:	Develop and maintain geospatial data / metadata for all forestry resources. Update and maintain the forestry Geo-database. Ensure that accurate data is backed-up in forestry database for the forestry regions throughout the country. Source spatial information from various data custodians. Capture and clean spatial data from various formats and sources. Perform data manipulation according to application requirements. Apply coordinate systems and projections. Develop and implement relational / object orientated databases. Produce customised maps to meet client's needs. Advice on GIS equipment(s), software, data and products. Undertake spatial analysis with regards to GIS projects. Provide geographical support to internal and external stakeholders. Keep up with developments in the geo-spatial industry. Participate in relevant GIS forums. Ensure accurate data to GIS server is available. Develop maps for management of forest plantations, indigenous/natural forests, fire protection and afforestation, amongst others. Ensure that maps are printed and available electronically. Maintain GIS tools. Train End-users on basic GIS Skills. Compile content for web publishing. Updating of GISc software and renewal of licenses. Documentation of GIS processes. Provide training and support to the GIS interns. Ensure the verification of State Land Register and State Forest Land and boundaries. Identify outstanding forest names for substation offices and beacons. Coordinate the establishment of FMU boundaries for forest patches. Mentor candidate technicians to ensure competent knowledge base. Produce maps from the compared forestry data with the latest land cover. Conduct field visits to validate the google earth polygons. Document organisational GIS

challenges. Organise workshops for user requirements analysis. Identify gap analysis on available spatial information in the organisation. Document software capabilities and identify the required functionalities. Customise the GISc software to suit the organisational needs.

ENQUIRIES
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