



## Assistant Director: Environmental Resource Management (EP04/2022)

**Salary:** R477 090 per annum

**Centre(s):** Pretoria

**Requirements:**

- National Diploma (NQF6) in Forestry/Nature Conservation/ Environmental Management or relevant qualification.
- A minimum of three (3) years' experience in environmental management or in the relevant field.
- Knowledge of Environmental legislations and regulation development.
- Knowledge of veld and forest fire legislation, alien invasive and Indigenous plants identification.
- Understanding of natural resource management.
- Understanding of government standard administrative procedures, quality standards and contract management.
- Experience in geographical information system and map reading.
- Communication skills (written and spoken), research and analytics skills, programme and project management skills, report writing skills, interpersonal relations, coordination skills, organisational and planning skills, advanced computer skills.
- Valid driver's license and willingness to travel and work long hours with limited supervision.
- Knowledge of the Public Finance Management Act (PFMA) and Treasury regulations.
- Ability to work under pressure and long hours, willingness to travel long distance and spend time away from home, willingness and capable of walking long distance in remote areas including mountainous and conservation areas.

## Duties:

- Conduct second party quality compliance assessments within the Environmental Programmes (EP).
- Assess compliance with quality standards, industry requirements and Environmental Programmes' operational procedure.
- Conduct second party quality compliance verification within the Environmental Programmes.
- Conduct projects field quality compliance verifications.
- Assist in the development and reviewing of Environmental Programmes Branch quality assessment and verification documentation and SHEQ procedures.
- Conduct and coordinate quality compliance, support training sessions, monitoring of EP projects quality compliance recommendations.

**Enquiries:** Mr N Maremba  
Tel: 012 399 8561

**For attention:** Human Resource Management

**Closing date:** 10 October 2022

- All applications must be submitted on a signed **new Z83 application form** (*click bold underlined text to download PDF form*) accompanied by a recent detailed curriculum vitae to be considered.
- Please note that ***should you not use the newly amended Z83 and completed, initialed and signed in full, the department reserves the rights to disqualify your application.***
- **Applications may be forwarded 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 **marked for the attention:** Human Resources Management.
- It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Correspondence will be limited to successful candidates only.
- The National Department 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); social media checks, and qualification verification.
- Short-listed candidates will be expected to avail themselves at the department's convenience.
- **Entry level requirements for senior management service (SMS) posts:**
  - In terms of the Directive on Compulsory Capacity Development, Mandatory Training Days and Minimum Entry Requirements for SMS that was introduced on 1 April 2015, a pre-entry certificate obtained from National School of Government (NSG) is required for all SMS applicants.
  - 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/>
  - Shortlisted candidates must provide proof of successful completion of the course.
  - 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 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 (03) months after the closing date of the advertisement, please accept that your application was unsuccessful.