



BIODIVERSITY OFFICER PRODUCTION GRADE A: BABS POLICY DEVELOPMENT AND IMPLEMENTATION (BC03/2024)

Salary: R325 917 per annum (OSD)

Centre(s): Pretoria

Requirements:

- National Diploma (NQF Level 6) in Environmental Management/ Natural Sciences or equivalent qualification within the related field.
- A minimum of one (1) year experience required in a relevant field. Knowledge of the Biodiversity Sector.
- Knowledge of the biodiversity conservation, sustainable use of biological resources and benefit sharing arising from utilization of biological resources and related laws, policies, and associated regulations, particularly the Bioprospecting, Access, and Benefit Sharing.
- Good knowledge of Convention on Biological Resources and the Nagoya Protocol on Access and benefit-sharing.
- Knowledge on review of biodiversity related permit applications.
- Knowledge in general government administrative procedures and processes (PSA & PSR).
- Knowledge/experience in policy development and implementation.
- Financial and Procurement administrative procedures (PFMA & Treasury Regulations).
- Personal Attributes: Innovative and proactive; Ability to gather and analyses information; Ability to develop and apply policies.
- Ability to work independently and in a team.
- Ability to work under extreme pressure.
- Conflict management and resolution.
- Ability to organize and plan under pressure.
- Ability to collect and interpret information and reports

Duties:

- Provide technical support on coordinating the implementation of National Environmental Management Biodiversity Act (Act 10 No 10 of 2004) and related Bioprospecting, Access, and Benefit Sharing Regulations of 2015.
- Conduct preliminary review on bioprospecting permit applications received from external entities/ individuals.
- Provide support in ensuring compliance with the provisions of NEMBA and BABS regulations.
- Provide technical support in coordinating compliance.
- Provide support in the development of training & awareness program.
- Support the implementation of partners' project.
- Provide support on the implementation of Nagoya Protocol ABS and collaborative structures.
- Provide technical support in the process of amendment of the Access and Benefit Sharing Chapter of the National Environmental.
- Management Biodiversity Act (Act No 10 of 2004).
- Draft report on stakeholder consultation meetings.
- Draft Terms of Reference on Bioprospecting related projects.

Email to: bc03@dffe.gov.za

Enquiries: Ms N Feltman
Tel No: (012) 399 8917

For attention: Human Resource Management

Closing date: 2 December 2024

- 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.