



BIODIVERSITY OFFICER PRODUCTION GRADE A: BIOPROSPECTING ECONOMY (BC04/2024)

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 environment. Sound Knowledge of Biodiversity Sectors.
- Knowledge of biodiversity, marine and environmental legislation (MLRA, ICM, NEMBA & NEMA).
- Knowledge of the regulations promulgated there under and departmental policies with special reference to Bioprospecting, Access and Benefit Sharing.
- Knowledge of Biodiversity Enforcement.
- Sound knowledge of Biodiversity Economy Strategy.
- Knowledge in general government administrative procedures and processes (PSA & PSR). Financial and Procurement administrative procedures (PFMA & Treasury Regulations).
- Law enforcement and investigations.
- 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.
- Computer literacy, good communication and Report writing skills.

Duties:

- Provide support in coordinating processes to implement the national and international programmes relating to Access and Benefit Sharing and Traditional Knowledge.
- Promote programmes relating to sustainable use of natural resources.
- Assist with the development of the economic value of indigenous biological and generic resources and associated traditional knowledge into actual sustainable income and economic development.
- Provide technical support in the coordination of the contribution of the biodiversity sector in the green economy activities.
- Provide inputs on the draft concept note on the capacity development initiative for bioprospecting sector Assist with the management of permit applications databases. Support the national implementation of the related international treaties.
- Review status reports from permit holders. Support implementation of BioPANZA.
- Manage databases of Biodiversity Economy related projects.
- Support the develop economic value of indigenous biological and generic resources and associated traditional knowledge into actual sustainable income and economic development.

- Provide technical support in cooperation and liaison with other departments and stakeholders in all matters relating to biodiversity activities, programmes and projects, including transformation.
- Provide support in the overall administration of the Directorate.
- Draft Terms of References for the projects approved in the Directorate's Procurement Plan.

Email to: bc04@dffe.gov.za

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

For attention: Human Resource Management

Closing date: 2 December 2024

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- 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.