



Director: Africa and Bilateral Relations (CCAQ04/2025)

Salary: Remuneration package of R1 216 824 per annum (all-inclusive salary package).

Centre(s): Pretoria

Requirements:

An undergraduate qualification in Natural / Physical Sciences / International Relations or relevant qualification on (NQF7) within the related field as recognized by SAQA. A minimum of five (5) years' experience at Middle/Senior managerial level within the related field. Successful completion of the Senior Management Pre-entry Programme as endorsed by the National School of Government (NSG). Broad understanding and knowledge of environment and sustainable development issues (globally, regionally, locally) as well as relevant experience in international relations. Ability to manage and plan effectively, including for high-level international engagements. Ability to interpret and apply and implement policies, strategies and legislation. Knowledge in general government administrative procedures and processes (PSA & PSR). Experience and knowledge of policy development and implementation. Knowledge of financial and procurement administrative procedures (PFMA & Treasury Regulations). Excellent planning skill. Good communication and negotiation skills. Presentation and public speaking skills. Computer literacy. Report writing skills and Organisational 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 as well as to lead multidisciplinary team. Good interpersonal relations skills. Conflict management and resolution. Ability to work under pressure. Good interpersonal relations. Initiative. Responsibility and loyalty.

Duties:

Manage, coordinate, prepare for and negotiate the Department's African multi-lateral, SADC relations and cooperation related to environment and sustainable development; Facilitate, coordinate, support the Department's African bilateral cooperation related to environment and sustainable development; Facilitate, coordinate, and support the Department's South-South bilateral and pluri-lateral cooperation related to environment and sustainable development; Evaluate, assess and report on the strategic outcomes of African and other South-South bilateral and pluri-lateral environmental engagements and agreements.

Applications: CCAQ04-2025@dffe.gov.za

Enquiries: Mr S Mangold
Tel: 012 399 9243

Attention: Human Resource Management

Closing date: 24 February 2025

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- **ALL APPLICATIONS MUST BE SUBMITTED ON** a signed **new Z83 application form** (*click bold underlined text to download PDF 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.
 - **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.
 - Or **can be emailed** to the respective email address quoting the reference number on the subject email.
 - It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA).
 - 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); 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 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) prior to appointment. 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/>
 - Furthermore, shortlisted candidates must provide proof of successful completion of the course.
 - All candidates shortlisted for the posts 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.