



forestry, fisheries
& the environment

Department:
Forestry, Fisheries and the Environment
REPUBLIC OF SOUTH AFRICA

Waste Bureau
SOUTH AFRICA

THE DEPARTMENT OF FORESTRY, FISHERIES AND THE ENVIRONMENT, IS ADVERTISING THE FOLLOWING POST ON BEHALF OF THE WASTE MANAGEMENT BUREAU. THESE ARE 2-YEARS CONTRACT POSTS. WASTE BUREAU IS AN ORGAN OF STATE ESTABLISHED TO BE SPECIALIST IMPLEMENTING AGENT THAT FACILITATES WASTE MINIMISATION AND RECYCLING.

Depot Operations Specialist (WB 04 / 2022)

Salary: R 680 141.00 per annum (Total cost to company).

Centre: Pretoria.

Requirements:

- An appropriate 3 year Bachelor's degree/National Diploma in Environmental Management/ Sciences or Engineering or Natural Sciences.
- Experience in environmental management.
- Thorough knowledge of environmental legislation.
- Ability to manage and plan for activities, including projects and policy matters.
- Sound organising and planning skills, Analytical thinking.
- Expert level of computer literacy- skilled and confident user in office applications such as MS Word, Excel, PowerPoint, Publisher.
- Good interpersonal skills, communication skills (spoken and written), excellent project management skills, conflict management.
- The incumbent must have the ability to work independently and efficiently under pressure.
- In possession of a valid driver's licence.

Duties:

- Ensure that there are sufficient storage facilities to respond to existing production rates and patterns.
- Support the depots in complying with all relevant legislations.
- Manage the allocation of waste tyres to depots (Capacity and suitability management of depots).
- Ensure that the depots are provided with all relevant resources (equipment and financial) to enable a financially sustainable operation.

- Ensure that invoices as well as accompanying supporting documentation is collected from the transporters in order to facilitate payments as well as planning.

Enquiries: Mr B Taenzana, Tel: 012 399 8567
For attention: Ms Mokgadi Seketa Tel: 012 399 8629
Closing date: 03 June 2022.

- Application 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. Application must be submitted on a [New signed Z83 form](#) obtainable from any Public Service Department and must be completed in full, also accompanied by copies of all relevant qualifications (Matric Certificate must also be attached), ID document, a valid Driver's License (attached documentation need not be certified, certification will be requested when required) together with the recent Curriculum Vitae in order to be considered.
- 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.
- 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/smspreentryprogramme/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 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.