



Assistant Director: Wetlands Programmes (X2) (EP 9005/2019)

Salary: R 470 040 per annum (Total Package of R 646 193)

Centres: Eastern Cape and KwaZulu-Natal

Requirements:

- A recognized 3-year Bachelor's degree / National Diploma in Natural Sciences/Development Studies or an appropriate equivalent qualification.
- Good knowledge and experience in Natural Resource Management (NRM) field.
- Extensive knowledge and experience in wetland conservation, management and wetland rehabilitation. Knowledge of Occupational Health and Safety (OHSAS).
- Knowledge and understanding of wetland related legislation (NEMA, NWA, CARA, NEMBA).
- Good understanding of office systems and processes.
- Knowledge of basic construction methods, GIS and remote sensing, environmental management plans, river restoration and dry-land erosion control.
- Must have good communication (verbal & written), strategic thinking & planning, project management, financial management, facilitation, auditing, presentation and problem solving skills. Must be exceptionally with computer use for planning, reporting, monitoring and evaluation purposes.
- Must possess a proactive approach to meeting tight deadlines, tracking budgets, managing contracts and delivering results with limited supervision.
- Must be in possession of a South African driver's license.

Duties:

- The incumbent will be expected to develop operational plans for the provincial wetlands projects. This will be done with due consideration of other NRM Working for Water Programmes of the department.
- The wetland planning entails developing detailed, scientific 5-year wetland management plans for respective provinces.
- Manage wetland rehabilitation planning processes, contribute to the maintenance of the national wetland inventory and develop management guidelines for all rehabilitated wetlands.
- Ensure that project implementation plans meet national norms and standards.
- Ensure the implementation of projects.
- Provide operational support and technical direction for the implementation of projects.
- Ensure that projects are managed in compliance with the programme's "construction environmental management plans" and "projects implementation plans".
- Monitor and evaluate wetland projects and approve annual rehabilitation plans and project implementation plans.
- Verify and approve monthly project progress reports and cluster reports submitted by implementers.
- Audit project activities against rehabilitation plan and enforce compliance with environmental authorization.
- Develop and maintain partnerships with stakeholders, government departments and organizations involved with wetlands in the province.
- Represent Working for Wetlands in relevant wetland forums and provide appropriate support.

- Provide extension and advocacy services and engage with land owners, wetland users, communities, government and civil society organizations in order to further wetland related objectives.
- Assist in coordinating the implementation of advocacy and awareness Programmes and activities.
- Ensure that projects comply with departmental branding requirements.
- Conduct research where identified and support project planning through the identification of research priorities, evaluation of research products and incorporation of outputs into

Enquiries: Mr. U R Bahadur (012) 399 8974/80

For Attention: Human Resource Management

Closing date: 23 September 2019

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- All applications must be submitted on a signed **Z83 application form** (*click bold underlined text to download PDF form*) with a copy of a comprehensive CV, certified copies of qualifications, ID document as well as a Driver's License (if required) in order to be considered.
 - **Applications must be forwarded** to the Director-General, Department of Environmental Affairs, Private Bag X4390, Cape Town, 8000 or hand-deliver to 14 Loop Street, Cape Town.
 - The National Department of Environmental Affairs is an equal opportunity, affirmative action employer.
 - 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.
 - 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.
 - 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.
 - Furthermore, the person appointed to this position will be subjected to a security clearance, the signing of a performance agreement and an employment contract.
 - All shortlisted candidates will be expected to avail themselves for an interview at the Department's convenience.
 - All candidates shortlisted for SMS post will be subjected to a technical competency exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department.
 - Following the interview and technical exercise, the selection panel will recommend candidates to attend generic managerial competencies using the mandated DPSA SMS competency assessment tools.
 - The Department reserves the right not to make an appointment.
 - No e-mailed, faxed or late applications will be considered.
 - If you have not been contacted within three 3 months after the closing date of the advertisement, please accept that your application was unsuccessful.