THE DEPARTMENT OF ENVIRONMENT, FORESTRY AND FISHERIES IS ADVERTISING THE FOLLOWING POST ON BEHALF OF THE WASTE MANAGEMENT BUREAU. THESE ARE 5-YEAR CONTRACT POSTS. WASTE BUREAU IS AN ORGAN OF STATE ESTABLISHED TO BE SPECIALIST IMPLEMENTING AGENT THAT FACILITATES WASTE MINIMISATION AND RECYCLING.

Chief Operating Officer (WB 02 / 2020)

**Salary:** R 1 564 298 per annum (Total cost to company).

**Centre:** Pretoria.

- An undergraduate qualification and a post-graduate qualification (NQF level 8) as recognised by SAQA.
- A Master’s degree (NQF Level 9) will be an added advantage
- A minimum of eight (08) years’ experience at senior management level.
- Strong strategic planning and leadership skills.
- Strong project management experience.
- Experience and skills in efficiently running diverse operations of medium to large organisations.
- Understanding of the work and policies of government.
- Familiarity with the waste management sector.
- Ability to implement policy and legislation.
- Report writing skills.
- Good communication, analytical, innovative, problem solving and interpersonal skills.
- Knowledge of the Public Finance Management Act (PFMA) and Treasury Regulations.
- Sound corporate governance skills.

**Duties:**

- Provide overall leadership and direction with regards to legal, financial, human resource and information and knowledge management for the Waste Management Bureau.
- Render effective and efficient financial, budgeting and fund dissemination management services in terms of the Public Finance Management Act, 1999 and the Treasury regulations for the Waste Management Bureau.
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 (Matric Certificate must also be attached, ID document, driver’s license (all attached documentation must not be older than six (06) months) together with the recent curriculum vitae in order to be considered.

Applications may be submitted electronically via an email: recruitment@environment.gov.za or forwarded to the Director-General, Department of Environment, Forestry and Fisheries, 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 alternatively; Private Bag X4390, Cape Town 8000 or hand-deliver to: 14th Loop Street, Cape Town, marked for the attention: Human Resources Management.

The National Department of Environment, Forestry and Fisheries 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.

Short-listed candidates will be expected to avail themselves at the department’s convenience.

Entry level requirements for SMS posts: In terms of the Directive on Compulsory Capacity Development, Mandatory Training Days & 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). 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/.

The successful candidate will be required to provide proof of completion of the NSG Public Service Senior Management Leadership Programme Certificate for entry into the SMS. 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 (03) months after the closing date of the advertisement, please accept that your application was unsuccessful.