



Senior Occupational Health and Safety Officer (COO01/2017)

Salary R262 272 per annum (Total package of R375 403 per annum/ conditions apply)

Centre: Pretoria

Requirements:

- A National Diploma in Occupational Health and Safety/equivalent relevant qualification plus relevant experience OR Grade 12 plus extensive relevant experience;
- Knowledge of Occupational Health Safety Acts, ISO standard, SAMTRAC, NOSA standard, COIDA and IOD, financial management, project management, administrative processes and procedures;
- Willingness to work irregular hours when required.

Duties:

- Coordinate, monitor, organize and plan inspection activities; Ensure and enforce implementation of the Occupational Health and Safety Act and Regulations within the Department;
- Provide technical advice to Department of Public Works;
- Liaise with the Department of Labour and other stakeholders for advise, assistance and information pertaining to OHS matters in the Department;
- Ensure workplaces are accessible to people with disabilities;
- Carry out building inspections according to building regulations, standards, directives and policies of the Department;
- Develop, coordinate and implement occupational health and safety education and training to enable preparedness for hazards and risk;
- Provide statistics regarding safety inspections, health and safety incidents.

Enquiries: Ms C E Radebe; tel: (012) 399 8522

Attention: Mr L.I. Letshedi

Closing date: 24 April 2017

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- All applications must be submitted on a **Z83 application form** (*click bold underlined text to download PDF form*) accompanied by certified copies of qualifications, identity document (ID) as well as a comprehensive curriculum vitae (CV) and Driver's License in order to be considered.
 - 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.
 - People with Disabilities are encouraged to apply
 - 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 subject to a security clearance, the signing of a performance agreement and an employment contract.
 - If you have not been contacted within three 3 months after the closing date of the advertisement, please accept that your application was unsuccessful.
 - The department reserves the right not to make an appointment.
 - Relaxation of qualification requirements may be considered for non-OSD posts
 - **Applications must be forwarded to:** Applications must be submitted to the Director-General: Department of Private Bag X447, Pretoria, 0001 or hand-delivered to: Environment House, Erf 1563 Arcadia Extension 6, Cnr Soutpansberg and Steve Biko Road, Arcadia, Pretoria.