



Applications are invited from suitably qualified and experienced persons for filling the following position/s:

ENVIRONMENTAL OFFICER GRADE A	:	ENVIRONMENTAL PLANNING (X 3 POSTS)
SALARY LEVEL	:	Appropriate salary will be determined according to the regulatory framework (Based on OSD)
DISRICTS	:	UMGUNGUNDLOVU, KING CETSHWAYO AND ETHEKWINI
REFERENCE	:	EO ENVIRO PLAN 01/SEPT 2022

REQUIREMENTS: Applicants must have an appropriate Bachelor's Degree in Environmental Management/ Natural Sciences/ Environmental Law/ Developmental Studies/ Geology/ Environmental Planning/ Environmental Health as recognized by SAQA. ▪A minimum of two years' experience in Environmental Management field ▪ A valid driver's licence.

COMPETENCIES REQUIRED: Good knowledge of Sustainable Development Frameworks
▪Environmental Management Legislative Frameworks ▪Development Management Legislative Framework
▪Cooperative Governance Frameworks; Government Planning ▪Evaluation and Reporting Frameworks
▪Strategy Implementation Planning Frameworks ▪Occupational Health and Safety Act.
▪Knowledge and understanding of the regulatory framework for the Public Service e.g. Public Service Act, Public Service Regulations, Basic Conditions of Employment Act, Skills Development Act, Service Delivery Frameworks, Promotion of Administrative Justice Act, Code of Conduct, Batho Pele Principles.


Candidates should demonstrate excellent Skills in: Adaptive learning skills, ambidexterity in regular operations versus project initiatives execution, problem solving, innovation and creativity, interpersonal relations skills, advanced computer skills, program and project management skills, change management skills, information management skills, spatial information management, organizational and events management skills, Interpersonal relations skills, Administrative skills, Time management skills, Communications skills (written and Verbal), Report writing skills, Presentation skills , Analytical skills, Problem solving skills. ▪Candidates must be self-discipline and able to work under pressure with minimum supervision.

KEY PERFORMANCE AREAS: ▪ Provide environmental management support to municipalities and other organs of the state/ private entities ▪Support the management of Special Area Management, Climate Change Adaptation, mitigation programme and other projects ▪Support the implementation of sustainable development planning initiatives and projects ▪Provide support in ensuring effective and efficient environmental information management system(s) within the district municipality
▪Perform administrative and delegated work related functions.

TARGETED: African Male, Coloured Female and Male, Indian Male and Female, White Male and Female and people with disabilities who meet the requirements

ENQUIRIES:	DR BR DLAMINI
TEL NO:	071 882 4637

NOTES TO CANDIDATES

1. The Department of Economic Development, Tourism and Environmental Affairs is an equal opportunity and affirmative action employer. Applications from candidates whose appointment will bolster the Employment Equity profile of the Department will serve as an added advantage and will be considered favorably; hence candidates from designated groups as defined in the Employment Equity Act are encouraged to apply. 
2. Location: **PIETERMARITZBURG** (Not unless otherwise specified for the post).
3. All information submitted will be treated as confidential. The Department reserves the right to withhold the filling of the abovementioned posts at any time prior to an appointment being made.
4. **All applications must be submitted on the new Application for Employment form (Z83) which became effective from the 1st of January 2021 obtainable from any Public Service Department or can be downloaded at www.dpsa.gov.za-vacancies** The form must be completed in full, originally signed and dated. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. An updated detail CV as well as copies of qualifications (including Junior/Senior certificate), identity document, and drivers' licence where applicable and any other relevant documents must be attached. **Such copies need not be certified when applying for a post. Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources.** Should an applicant be in possession of a foreign qualification it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA).
5. **The appointment is subject to positive outcome obtained from the State Security Agency to the following checks (security clearance, qualification, citizenship and previous employment verifications). The Department will conduct a reference checks with the HR of the current and or /previous employer(s) apart from referees listed.**
6. Misrepresentation in the application documents will result in automatic disqualification and disciplinary action in the event the candidate has already been appointed. The Department reserves the right not to make appointment(s) to the advertised post(s).
7. Kindly note that Written Exercises/Tests may be used as a shortlisting criterion to some of the positions.
8. **CLOSING DATE FOR RECEIVING APPLICATIONS: 30 SEPTEMBER 2022 AT 16H00**
9. Candidates are discouraged from sending their applications through registered mails as the Department will not take responsibility for non-collection of those applications.
10. Applicants requiring additional information regarding an advertised post must direct their enquiries to the person whose name appears under each post.
11. Due to the anticipation of the volume of applications we will receive in response to this advertisement, correspondence will be limited to short-listed candidates only. Should you not hear from us within four months of the closing date of this advertisement, please accept that your

application was unsuccessful. Applicants are informed that applications, copies of qualification and CV's will not be returned.

12. Please forward your application, quoting the relevant reference number and the name of the publication in which you saw this advertisement to: The Head of Department, Department of Economic Development, Tourism AND Environmental Affairs, Private Bag x9152, PIETERMARITZBURG, 3200 for the attention of Ms Thobile Hlophe. Applications may also be hand delivered to Ground Floor, 270 Jabu Ndlovu Street, Pietermaritzburg, 3201.