

NEW VACANCY



KWAZULU-NATAL PROVINCE

**ECONOMIC DEVELOPMENT, TOURISM
AND ENVIRONMENTAL AFFAIRS**
REPUBLIC OF SOUTH AFRICA

BUSINESS UNIT:	ENVIRONMENTAL MANAGEMENT
POST TITLE:	CONTROL ENVIRONMENTAL OFFICER GRADE A: ENVIRONMENTAL MANAGEMENT: SECTOR COORDINATION
SALARY:	R554 492 – R 631 167 PER ANNUM (OSD)
CENTRE:	UMGUNGUNDLOVU,
REFERENCE:	CEO –SECT CORD 57 /AUG 2023

REQUIREMENTS

The ideal candidate must be in possession of • An appropriate recognized 4 years or an Honours degree in Environmental Management or Natural Sciences Field/ Developmental Studies •Experience:

- A minimum of 6 years' experience in Public Service, of which 3 years MUST in the Environmental Management field.
- A driver's licence.

ESSENTIAL KNOWLEDGE, SKILLS, AND COMPETENCIES REQUIRED:

The successful candidate must have: Extensive knowledge of environmental management legislative frameworks, Cooperative governance systems, Sustainable development planning prescripts, Government planning framework, Government strategy and performance planning frameworks, National Development Plan (NDP), IPAP 2, PGDS, Provincial Growth and Development Plan (PGDP), PSEDS, IDZ, Batho Pele, EPWP , Sound understanding of environmental issues, government strategic policies and plans. Knowledge and understanding of the regulatory framework for the Public Service e.g. Public Service Act, PFMA, Treasury Regulations, Public Service Regulations of 2016, Labour Relations Act, Employee Performance Management Systems; Community Development; Community Outreach; Project Management principles; Millennium Development Goals; National Youth Development Agency Act; Promotion of Access to Information Act; Service Delivery Framework; Promotion of Administrative Justice Act; KwaZulu Natal Citizen's Charter; National Environmental Education policy. Proven verbal and written communication skills, including fully computer literate, presentation skills, problem solving, minimum supervision, project management, computer skills, and sound interpersonal relations. Ability to timeously produce thorough and informative documents. Ability to work under extreme pressure. Ability to work independently and in a multidisciplinary team. Ability to conduct research, gather and analyze information. Ability to think analytically and application of problem solving skills, strategic management and report writing skills, Project management, Research, Policy analysis and development, Analytical thinking, Language proficiency, Diplomacy, Time management, Verbal & written communication, Conflict Management, Presentation skills, Co-ordination, Planning and organizing, Liaising/communication, Basic driving.

KEY PERFORMANCE AREAS:

The incumbent will be required to •Facilitate and coordinate cohesive strategic and policy management systems in the Chief Directorate •Participate in national, provincial and local cooperative government structures pertaining to environmental sector strategies and policies. • Facilitate and coordinate implementation of Information management system, environmental management legislative and strategic reporting for the Chief Directorate.

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- Coordinate and manage administrative, financial and other related support functions for the Chief Directorate
- Perform and manage administrative and related functions of the sub-directorate.

ALL THE APPOINTMENTS WILL BE MADE IN ACCORDANCE WITH THE EMPLOYMENT EQUITY TARGETS OF THE DEPARTMENT.

ENQUIRIES:	DR B R DLAMINI
TEL NO:	071 882 4637
CLOSING DATE:	25 AUGUST 2023

DIRECTIONS TO APPLICANTS:

Applicants using the manual application process must ensure that the new Z83 application form (obtainable from any Public Service institution) is completed, duly signed, and initiated as failure to do so may lead to disqualification of the application during the selection process. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following the communication from Human Resources. Applicants are discouraged from sending applications through registered mail because the Department will not be responsible for the non-collection of these applications. No late applications will be accepted.

Applications submitted electronically will be taken as a final application and may not be amended or supplemented in any way after the closing date indicated in the advertisement.

If you have not been contacted within three (3) months after the closing date of the advertisement, please accept that your application was unsuccessful. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Failure to comply with the above instructions will result in the disqualification of your application.

NB: All shortlisted candidates may be subjected to a technical exercise that intends to test the relevant technical elements of the job, the logistics of which will be communicated by the Department.

Applications must be posted to: 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 Nozipho Xolo / Ms. Thobile Hlophe. Applications may also be hand delivered to Ground Floor, 270 Jabu Ndlovu Street, Pietermaritzburg, 3201 as well as to the following districts.

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MARINE BUILDING 22 DOROTHY NYEMBE, STREET, 8TH FLOOR, DURBAN	CALDER HOUSE 217 BURGER STR, PIETERMARITZBURG 3200	46 BISSET STREET, PORT SHEPSTONE
TRIGON PLACE 139a, MARGARET STREET, IXOPO	GREENVILLE BUILDING CORNER OF LINK ROAD AND R102, GREENVILLE BUILDING	94 MURCHISON STREET, LADYSMITH, 3370
43 HARDING STREET, NEW CASTLE	26 BEACONSFIELD STREET, OFFICE ENTRANCE 3, DUNDEE	LEGISLATURE BUILDING 2ND FLOOR, LEGISLATURE BUILDING, KING DINUZULU HIGHWAY, ULUNDI
MZOLOLO AVENUE, MKUZE, 3969	ALOE LOOP AVENUE, NEXT TO UNISA BUILDING, VELD EN VLEI, RICHARDSBAY, 3900	LOT 55D KIEPERSOL STREET, RIVERVIEW ROAD, MTUBATUBA

Interested applicants can visit the following website at www.kznonline.gov.za/kznjobs for full post details.

“Applicants are encouraged to apply for posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs or submit their Z83 and CV directly to the following email address kznjobs@kznedtea.gov.za

Applicants may also visit any one of our Designated Online Application Centres (DOACS) where our friendly staff will assist you with applying online or receiving your hardcopy application. You can find the list of Designated Online Application Centres (DOACS) at www.kznonline.gov.za/kznjobs.”

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Following the interview and technical exercise candidates recommended for appointment at the SMS level will be required to produce a Pre-entry certificate for the course offered by the National School of Government (NSG) prior to their appointment. The course is available at the NSG under the name Certificate for entry and the full details can be obtained by following the link: <https://www.thensg.gov.za/trainingcourse/smspre-entryprogramme>.

The KwaZulu-Natal Provincial Government is an equal opportunity, affirmative action employer, and preference will be given to suitably qualified candidates from designated groups in terms of the Employment Equity Act, 1998. The Department reserves the right not to make these appointments.

CLOSING DATE: 25 AUGUST 2023