

## EXTERNAL CIRCULATION

**DIRECTORATE: HUMAN SETTLEMENTS, PLANNING & DEVELOPMENT AND PROPERTIES**

**POST DESIGNATION: ENVIRONMENTAL OFFICER**

**PERMANENT APPOINTMENT**

**WC0440904**

**REFERENCE: ENVIRON 09/2023**

**Salary** : R 284 064 – R 368 700 per annum T10  
**Additional Service Benefits** : Medical Aid, Pension, Housing Allowance (subject to prescribed requirements), 13th Cheque and Group Life Insurance

### MINIMUM REQUIREMENTS:

- A relevant tertiary qualification preferably a National Diploma (Environmental or Ecological science) or BSC Science degree (Environmental or Ecological)
- Computer literate: MS Office
- Valid Code B Drivers' License
- 0- 2 years relevant work experience
- Eligible to register with SACNASP/ EAPASA as a Candidate EAP (Environmental Assessment Practitioner)
- Ability to communicate in at least two of the three official languages of the Western Cape

### COMPETENCIES:

- Core Professional Competencies- Planning, Organizational Awareness, Attention to detail and Use of Technology.
- Functional Competencies- Project Management, Discipline Specific Skills, Data Processing and Analysis.
- Public Service Orientation Competencies- Interpersonal Relationships, Communication and Service Delivery Orientation.
- Personal Competencies- Action and Outcome Orientation, Resilience, Change Readiness, Cognitive Ability and Learning Orientation.
- Management/ Leadership Competencies- Impact and Influence, Team Orientation, Direction Setting, Coaching and Mentoring

### KEY PERFORMANCE AREAS:

- Evaluate applications submitted in terms of environmental law and compile reports with recommendations to ensure compliance with prescribed legislated timeframes and departmental KPI's to complete the application report.
- Process applications submitted in terms of the Outeniqua Sensitive Coastal Area Regulations to ensure administrative justice and good governance is applied through ensuring that applications conform to regulations and conditions outlined in the Environmental Management Act and that the principle of 'duty of care' is enforced in decision making.
- Perform environmental monitoring and enforcement to ensure compliance with statutory requirements and support the employer's responsibility of promoting 'duty of care' and ensure control and conformance is exercised on all approved environmental applications and environmental laws.
- Implement key requirements associated with the functionality, conduct research and review policy to ensure strategic alignment and ensure key deliverables are met and contribute toward improved efficiency of the functionality.
- Conduct surveys, map trends and gather data to build/create and maintain GIS and electronic data systems and data infrastructure and ensure the regular updating of these data systems to support and improve the functions of various departments and end users.

- Disseminate information on environmental practice, legislations, by-laws and processes and provide input detailing interventions and outcomes to ensure accurate information, advice, and opinions with respect to specific influential factors and variables impacting on the environmental management functionality is made available to support decision making processes and/or problem-solving sequences and communicated to various mediums to support adequate knowledge and understanding of matters relating to the environment in formal and informal communities and sectors.
- Maintain record, gather evidence regarding contraventions and monitor implementation of approvals to ensure that laid down administrative procedures associated with functionality are complied with and specific deadlines are adhered to.
- Undertake and compile strategic environmental planning processes under supervision to ensure due consideration is given to critical environmental needs in the design of development plans and adequate consultation occurs in respect of the impact of implementation.
- Assess applications for Environmental Impact Assessments

#### **SPECIAL CONDITIONS ATTACHED TO THE POST**

- Must be willing to undergo training as a Peace Officer
- Must be willing to work outside normal working hours when required and meet deadlines.

#### **ENQUIRIES: MS DELIA POWER (044-801 9476)**

#### **INSTRUCTIONS TO APPLICANTS**

Applicants must submit a formal application form with all fields completed and a comprehensive CV, certified copies (not older than 6 months) of relevant qualifications, identity document and driver's license, if applicable. Applications must be submitted **electronically** preferably as one PDF document to [HumansettlementsPosts@george.gov.za](mailto:HumansettlementsPosts@george.gov.za). Application forms can be obtained from the Municipal website, [www.george.gov.za](http://www.george.gov.za) and must reach the Human Resource Department on or before **28 SEPTEMBER 2023** at 12:00pm. **Applicants must clearly state the reference number and position title in the subject line of the email. Applicants are required to complete application form in full.**

**Only electronic applications will be accepted.**

#### **Disqualification:**

**Please note that the following will lead to disqualification:**

Non-submission of required documents or submission of fraudulent documents.

Canvassing of Councillors and/or officials.

Non-adherence to the instructions on the advertisement.

**NB:** Please note, where necessary, shortlisted candidates will be subjected to a screening and vetting process. By applying for this position, candidates agree to background checks being performed which will include reference and other relevant checks.

**The Municipality reserves the right not to make an appointment.**

Should you not hear from us within 3 months of the closing date, kindly regard your application as being unsuccessful.

George Municipality is an equal opportunity employer which subscribes to the principle of affirmative action and Employment Equity. Preference will be given to applicants from the designated/under-represented groups.

The appointment will be subject to the need for signing of an employment contract and, where applicable, a performance agreement and disclosure of benefits and interest.

**CLOSING DATE: 28 SEPTEMBER 2023**

## **SIJIKELIZISWA NGAPHANDLE**

**ICANDELO LOLAWULO: UKUHLALISWA KOLUNTU, UCWANGCISO & NOPHUHLISO KUNYE**

**NEEPROPATI**

**IGAMA LESIKHUNDLA: IGOSA LOKUSINGQONGILEYO**

**UKUQESHA NGOKUSISIGXINA**

**WC0440904**

**IREFERENSI: ENVIRON 09/2023**

**Umvuzo** : R 284 064 – R 368 700 ngonyaka T10

**Iinzuzo ezongezelelweyo zenkonzo** : Uncedo loNyango, Umhlala phantsi, Isibonelelo seZindlu (ngokuxhomekeke kwiimfuneko ezimiselweyo), Itshekhi ye-13 kunye ne -Inshurensi yoBomi beQela.

### **IIMFUNeko EZINCINANE:**

- Isiqinisekiso semfundo ephakamileyo esifanelekileyo kukhethwa iDiploma yeSizwe (iNzululwazi yokuSingqongileyo okanye yeZinto eziphilileyo malunga nendawo eziphila kuyo) okanye isidanga seNzululwazi yeBSC( Okusingqongileyo okanye Malunga nezinto eziphilileyo okanye indawo eziphila kuzo)
- Ulwazi lwekhompyutha: MS Office
- Ikhawudi B yePhepha -mvume lokuqhuba elisemthethweni
- 0- 2 Iminyaka yamava omsebenzi onxulumeneyo
- Unelungelo lokubhalisa kwi-SACNASP/EAPASA njengoMgaqatswa we-EAP (Igcisa loVavanyo lokusiNgqongileyo)
- Ukukwazi ukunxibelelana ubuncinane ngeelwimi ezimbini kwezintathu ezisemthethweni zaseNtshona Koloni

### **UBUCHULE**

- Ubuchule obungundoqo boBungcali: - uCwangciso, Ulwazi lombutho, Ingqalelo kwinkcukacha kunye nokusetyenziswa kwetekhnoloji.
- Ubuchule bokusebenza - Ulawulo lweprojekthi, Izakhono zeNkaloethile, Ukusetyenziswa koLwazi kunye noHlalutyo.
- Ubuchule bokuQhelaniswa neNkonzo zoLuNtu: - Ubudlelwane phakathi kwabantu,Unxibelelwano nokuqhelaniswa kokunikezelwa kweenkonzo.
- Ubuchule boMntu – Ukuqhelaniswa neNyathelo kunye neziphumo, Ukomelela, Ukulunela inguqu, Isakhono sokuqonda kunye nokuqhelaniswa nokuFunda.
- Ubuchule boLawulo/ bobuNkokheli – Impembelelo nefuthe, Ukuqhelaniswa neQela, Ukubeka umkhombandlela,uQeqesho kunye nokuThantamisa.

### **IINDAWO EZINGUNDOQO ZOKUSEBENZA:**

- Vavanywa izicelo ezingenisweyo ngokomthetho wokusingqongileyo kwaye uqulunqe iingxelo ezinezindululo ukuqinisekisa ukuthotyelwa ngamaxesha amiselweyo asemthethweni kunye neeKPI zesebe ukugqibezela ingxelo yesicelo.
- Qhuba izicelo ezifakwe ngokweMimiselo yaseOuteniqua yeeNdawo eziNtununtunu eziseLunxwemeni ukuqinisekisa ubulungisa bolawulo kwaye nolawulo olululo luyasetyenziswa ngokuqinisekisa ukuba izicelo zihambelana nemimiselo nemiqathango echazwe kuMthetho woLawulo lokusiNgqongileyo kunye nokuba umgaqo 'womsebenzi wokhathalelo' uyanyanzeliswa kuthatho lwezigqibo.
- Yenza uhlobo nonyanzeliso lokusingqongileyo ukuqinisekisa ukuthotyelwa kweemfuno ezisemthethweni kunye nokuxhasa ukuphendula komqeshi ekukhuthazeni 'umsebenzi wokhathalelo' kunye nokuqinisekisa ukuba ulawulo kunye nokuthotyelwa kuyasetyenziswa kuzo zonke izicelo ezivunyiweyo zokusingqongileyo kunye nemithetho yokusingqongileyo.
- Phumeza iimfuno eziphambili ezinxulumene nokusebenza, ukuqhutywa kophando kunye nomgaqo-

nkqubo wokuphonononga ukuqinisekisa ulungelelwaniso lweqhinga kunye nokuqinisekisa ukuba izinto ezingundoqo ezinikezelweyo ziyahlangatyezwa kwaye zibe negalelo ekuphuculweni kokusebenza kakuhle komsebenzi.

- Qhuba uphando, faka iintsingiselo kwimephu kwaye uqokelele ulwazi lokwakha/ ukuyila kunye nokugcina iinkqubo ze-GIS kunye nezolwazi olufakwe kwikhompyutha kunye neziseko zolwazi kwaye uqinisekise ukuhlaziywa rhoqo kwezi nkqubo zolwazi ukuxhasa nokuphucula imisebenzi yamasebe ahlukeneyo kunye nabasebenzisi bokugqibela.
- Sasaza ulwazi ngokusebenza kokusingqongileyo, imimiselo, imithetho kamasipala kunye neenkqubo kwaye ubonelele ngegalelo elineenkukacha zongenelelo kunye neziphumo zokuqinisekisa ulwazi oluchanekileyo; iingcebiso, kunye nezimvo ngokubhekiselele kwizinto ezithile ezinempembelelo kwaye nezinto eziguquguqukayo ezinefuthe kumsebenzi wolawulo lwendalo esingqongileyo zenziwe zifumaneke ukuxhasa iinkqubo zokwenziwa kwezigqibo kunye/okanye ulandelelwano lokusombulula iingxaki kwaye kunxityelelwana ngalo kwiindlela ezahlukeneyo ukuxhasa ulwazi olwaneleyo kunye nokuqonda imiba enxulumene nokusingqongileyo kuluNtu olusesikweni nolungekho sikweni nakumacandelo.
- Gcina irekhodi, ukuqokelela ubungqina malunga notyeshelo kwaye ubeke iliso ekuphonyezweni kweemvume ukuqinisekisa ukuba iinkqubo zolawulo ezibekiweyo ezinxulumene nokusebenza ziyathotyelwa kwaye imihla ebekiweyo iyathotyelwa.
- Yenza kwaye uqulunqe iinkqubo zocwangciso lobuchule bokusingqongileyo phantsi kokonganyelwa ukuqinisekisa ukuba kuthathelwa ingqalelo kweemfuno ezibalulekileyo zokusingqongileyo kuyilo lwezicwangciso zophuhliso kwaye nocetyiswano olwaneleyo luyenzeka ngokubhekiselele kwimpembelelo yomiliso.
- Vavanya izingcingane zoVavanyo lweMpembelelo yokuSingqongileyo

#### **IMIQATHANGO EYODWA EQHOTYOSHELWE KWISIKHUNDLA**

- Kufuneka ukulungele ukufumana uqeqesho njengeGosa loXolo
- Kufuneka ukulungele ukusebenza ngaphandle kweeyure eziqhelekileyo zokusebenza xa kuyimfuneko kwaye ahlangebezane nemihla ebekiweyo.

#### **IMIBUZO: NCSK DELIA POWER (044-801 9476)**

#### **IMIYALELO KUBAFAKI- ZICELO**

Abafaki-zicelo kufuneka bangenise ifomu yesicelo esemthethweni, egcwaliswe onke amacandelo kunye ne-CV ebanzi, iikopi eziqinisekisiweyo (ezingekho ngaphezu kweenyanga ezi-6 ubudala) zeziqinisekiso ezifanelekileyo, isazisi kunye nephepha-mvume lokuqhuba, ukuba kufanelekile. Izicelo kufuneka zingeniswe **ngokufakwa kwikhompyutha** kusetyenziswa i-intanethi ngokukhethekileyo njengoxwebhu olunye lwePDF kwa-[HumansettlementsPosts@george.gov.za](mailto:HumansettlementsPosts@george.gov.za) lifomu zezicelo zingafunyanwa kwiwebhusayithi kaMasipala, [www.george.gov.za](http://www.george.gov.za) kwaye kumele zifikelele kwiSebe lezaBasebenzi ngomhla okanye phambi komhla **28 eyoMSINTSI 2023** ngeye-12:00. **Abafaki-zicelo kumele bachaze ngokucacileyo inombolo yereferensi kunye negama lesikhundla kumgca wesihloko semeyili. Abafaki zicelo kufuneka bagcwalise ifomu yesicelo ngokupheleleyo.**

**Zizicelo ezingeniswe ngekhompyutha kusetyenziswa i-intanethi kuphela eziya kwamkelwa**

#### **Ukuthintelwa:**

#### **Nceda uqaphele ukuba oku kulandelayo kuya kukhokelela ekuthintelweni:**

Ukungangeniswa kwamaxwebhu afunekayo okanye ukungeniswa kwamaxwebhu obuqhophololo

Ukurhwetyeshwa kooCeba kunye /okanye amagosa.

Ukungathotyelwa kwemiyalelo ekwisibhengezo sentengiso

**QAPHELA:** Nceda uqaphele apho kuyimfuneko, abagqatswa abafakwe kuluhlu olufutshane baya kufakwa kwinkqubo yohlolo nophononongo lwemvelaphi. Ngokungenisa isicelo sesi sikhundla, abagqatswa bayavuma ukuba kwenziwe uphononongo lwemvelaphi oluya kuquka nolunye uphononongo olunxulumeneyo.

## **UMasipala ugcine ilungelo lokungaqeshi.**

Ukuba awukhange uve kuthi phakathi kweenyanga ezi-3 zomhla wokuvala, nceda uthathe ngokuba isicelo sakho asiphumelelanga.

UMasipala waseGeorge ngumqeshi onamathuba alinganayo ohambelana nomthetho-siseko wenkqubo yokukhawulelana nabo babengenamalungelo ngaphambili kunye noLungelelwaniso kwiNgqesho. Ukhetho luya kunikezelwa kubafaki-zicelo abasuka kumaqela anyuliweyo/angamelwanga ngokwaneleyo

Ukuqeshwa kuya kuxhomekeka kwimfuneko yokusayinwa kwemvumelwano yengqesho kwaye, apho kufanelekileyo, isivumelwano sentsebenzo kunye nokubhengezwa kweenzuzo kunye nomdla.

**UMHLA WOKUVALWA: 28 eyoMSINTSI 2023**