

Witzenberg Municipality, with its Head Office in Ceres, serves the following areas: Ceres, Tulbagh, Wolseley, Prince Alfred's Hamlet, and Op-die-Berg.

**DIRECTORATE COMMUNITY SERVICES  
ENVIRONMENT  
MANAGER: ENVIRONMENTAL MANAGEMENT (REFERENCE: COM 406) - HEAD OFFICE  
PERMANENT APPOINTMENT - CERES**

Applications are hereby invited from individuals with the applicable qualifications for the above vacancy.

**Requirements:**

- B- Tech: Environmental Science / Environmental Management / other related qualification.
- Qualification in terms of MFMA: Municipal regulations on Minimum Competency Levels for Financial officials, or in the process of obtaining such qualification or must obtain it within 18 months when appointed.
- A valid Code B Drivers licence.
- Computer skills (MS Office applications).
- 5-8 years of experience in the related field of air quality management/climate change / sustainable energy and management, with 2 years at a supervisory level.
- Peace Officer Certificate, Certified Environmental Management Inspector, and Registered with a relevant professional body will be an added advantage.
- Knowledge of relevant legislation about Environmental Management and Local Government.
- Good human relations, interpersonal, communication skills, and project Management skills.
- Ability to give attention to detail, a high level of responsibility, and the ability to work under pressure.
- Good mathematical skills, conflict management skills, report writing skills, research skills, negotiation skills, planning and organising skills, financial management skills, analytical skills, GIS mapping skills, and networking skills.
- Good supervision, human relations, Interpersonal, communication & leadership skills.
- Good report writing skills and Conflict resolution skills. Project Management skills.
- Ability to give attention to detail; work under pressure, handle conflict, and high level of responsibility.
- Fluent in at least 2 of the 3 languages spoken in the Western Cape: Afrikaans, English, or IsiXhosa.
- **Please note:** A performance agreement is also applicable to this position, whereby the employer reserves the right to institute a performance management program.

**COMPETENCY REQUIREMENTS OF THE POST**

No	Category	Competency
1.	Core Professional Competencies	Conceptual Thinking; Organisational Awareness; Attention to Detail; Monitoring and Controlling, Planning and Organising
2.	Functional Competencies	People Management: Professional/ Technical Proficiency
3.	Public Service Orientation Competencies	Interpersonal Relationships; Communication; Service Delivery; Orientation; Client Orientation and Customer Focus
4.	Personal Competencies	Action and Outcome; Orientation Resilience; Change Readiness; Learning Orientation; Accountability and Ethical Conduct & Problem Solving
5.	Management / Leadership Competencies	Impact and Influence; Team Orientation; Coaching and Mentoring; Strategic Capability and Leadership

**Duties:**

- Manage and drive the key performance areas and results indicators associated with compliance to protected area policies, strategies, programs, and projects within the Nature Conservation function
- Identifies, defines. and implement immediate short- and long- term managerial objectives and plans for the relevant area of responsibility
- Coordinate and control the activities, procedures, and outcomes associated with environmental risk management,
- Managing climate change needs assessment and response planning function

- Disseminates guidance and information on specific legislative requirements associated with environmental management procedures relevant to the section
- Manage and control the Key Performance Indicators and outcomes of personnel within the section
- Manage the scoping, implementation, monitoring, and communication phases of environmental management programs/projects
- Managing the biodiversity planning function, managing the Alien Invasive Species management function managing the riparian management functions
- Prepares capital and operating estimates and monitors expenditure in the section against approved budget allocations
- Coordinating and monitoring contract management processes
- Coordinate and control the activities, procedures, and outcomes associated with IGR relating to environmental management
- Managing the environmental awareness function
- Manage specific administrative and reporting requirements associated with the key performance and result indicators of functionality
- Disseminates information on environmental management policies and processes, and provides inputs detailing interventions and outcomes

**Salary: R 533 086.73 per annum (Post level T14 of a Grade 4 Municipality)**

Interested candidates must complete an official application form, which is obtainable on our website: [www.witzenberg.gov.za](http://www.witzenberg.gov.za) or at the Municipal Buildings at ODB, Wolseley, PA Hamlet, Tulbagh, and the main Office at Ceres. **(applicants who do not fully complete the official application form and who do not submit certified copies of qualifications/identity documents/driver's license(where applicable) and who do not provide three work-related contactable references will not be considered)** with a detailed CV accompanied by a cover letter, certified copies of qualifications, driver's license and three (3) names of work-related references **(The email address of your referent must be work-related)** to the Human Resource Manager, PO Box 44, Ceres, 6835 or Fax to 023 – 3161877 or E-mail to: [admin@witzenberg.gov.za](mailto:admin@witzenberg.gov.za). For further inquiries, please contact Mr. H. Arendse at the Human Resources Department at Telephone number 023 – 3161854. **Disclosure of incorrect information will lead to disqualification.**

**Closing Date: 06 MAY 2026 BEFORE 12H00**

**Please note:** Canvassing of Councillors or any member of the Appointment Committee will result in automatic disqualification. Applicants who do not receive a reply within one (1) month after the closure of the applications should consider their application unsuccessful. Applications received after the closing date will not be accepted or considered. Witzenberg Municipality reserves the right not to appoint. Your application will be subjected to verification of qualifications as well as credit and criminal record checks.

**Please state the reference number on your application**

**(Witzenberg Municipality fully supports and encourages designation groups to apply (in terms of the Employment Equity Act)**

Municipal Manager  
D Nasson  
04/03/24

20 APRIL 2026