



INTERNAL & EXTERNAL ADVERT

DESIGNATION: OFFICER IN CHARGE (D1)

PROGRAMME: BIODIVERSITY CONSERVATION OPERATIONS

LOCATION: KWAZULU-NATAL, ST LUCIA RESERVES

POST NO: 260601 Ozabeni, 260101 Maputaland

TOTAL REMUNERATION PACKAGE: R 661 517,95 p.a.

THE ENTITY

The KwaZulu-Natal Nature Conservation Board, trading as Ezemvelo KZN Wildlife, is a PFMA Schedule 3C public entity established in terms of the *KwaZulu-Natal Nature Conservation Management Act (Act No. 9 of 1997)*. The entity is responsible for the management of nature conservation within the Province of KwaZulu-Natal including protected areas as well as development and promotion of ecotourism and facilities within the protected areas. Ezemvelo KZN Wildlife wishes to appoint a suitable candidates into the position of Officer in Charge.

PURPOSE OF THE JOB

To apply preventative and/ or proactive measures to counteract poaching or similar illegal activities in and around Ezemvelo reserves.

QUALIFICATIONS

- National Diploma in Nature Conservation is mandatory
- B Tech in Nature Conservation is desired
- Valid Code EB Drivers Licence is mandatory
- Ezemvelo Firearms Compliance and valid firearm permit is mandatory
- SAPS Security clearance is mandatory

EXPERIENCE

- Five (5) years' experience in Protected area/ Nature reserve management is mandatory
- Exposure in Eco tourism facility management would be an added advantage
- Direct staff supervision and related miscellaneous administration functions

KEY PERFORMANCE AREAS

- Operational Financial Management
- Asset Management

- Compliance Management
- Game Management
- Veld Management
- Eco-tourism Management
- Infrastructure and Equipment Management and Maintenance
- Cultural Heritage Management
- Resource Utilisation Management
- Health and Safety Compliance
- Staff Management and Development
- Customer and Stakeholder
- Neighbour Relations

KEY COMPETENCIES

- Clear demonstrated knowledge of the biodiversity conservation
- Understanding of corporate governance to effectively support the Board
- Proven knowledge of the conservation and tourism sectors and their regulatory and legislative framework
- Law enforcement techniques
- Cost centre budgetary, expenditure and cash flow management
- Human resource management and administration
- Report writing skills
- Proven computer literacy
- Firearm handling skills
- Problem solving skills

ACCOMMODATION

Accommodation will be provided.

Directions to applying candidates:

The following **mandatory documents** must be submitted;

- a) The Ezemvelo Application Form for Employment available from <http://www.kznwildlife.com/careers>
- b) Applications without Ezemvelo Application Form and incomplete forms will not be considered.
- c) Only shortlisted candidates will be required to submit certified application supporting documents, including qualifications certificates, Driver's License, Identity Document (ID), etc.

The appointment to the post is subject to a positive outcome obtained from all verifications in relation to the position advertised.

Applicants are encouraged to apply for posts through the KZN online e-Recruitment system at www.kznonline.gov.za/kznjobs or submit their Ezemvelo application form directly to the following email address recruitments@kznwildlife.com.

Applicants may also visit any KZN Department's and Public Entity's Designated Online Application Centres (DOACs) where staff will assist you with applying for jobs on the KZN online e-Recruitment system or receiving your hardcopy application. You can find the list of Designated Online Application Centers (DOACS) at www.kznonline.gov.za/kznjobs.

Please note that applicants should only use one of the following methods when applying for a post:

- either through the online e-Recruitment system USING EZEMVELO APPLICATION FORM;
- emailing Ezemvelo application form directly to Recruitment.HR@kznwildlife.com; or
- submit a hardcopy application to one of the Designated Online Application Centres (DOACS).

For any queries relating to this job-application please contact Recruitment Office on **033 845 1761** during office hours.

Closing Date: 09 October 2025

Applications received after the closing date will not be considered. Applicants not contacted within 30 days of the advertisement closing date should consider their applications unsuccessful. Selection will be made in line with the Organisation's Employment Equity Plan and preference will be given to members of designated groups. The appointment to the post is subject to positive outcome obtained from all verifications processes in relation to the position advertised.

Ezemvelo KZN Wildlife reserves the right not to make an appointment.