



VACANCY: PLANNING OFFICER

For the Eastern Cape Umbrella Fire Protection Association (ECUFPA)

The **Eastern Cape Umbrella Fire Protection Association (ECUFPA)** is an umbrella association in terms of the National Veld and Forest Fire Act / National Veldfire Act (as amended) to facilitate FPA participation in the management of fire and related risks within the Eastern Cape and is governed by a Board of Directors.

ESSENTIAL REQUIREMENTS FOR THE POST:

- Driver's license: Valid drivers license is essential.

Key Performance Areas:

- The candidate will assist and support the FPAs throughout the province of the Eastern Cape in terms of planning functions and within the FPA Support Department.
- The candidate will be required to work in the veldfire environment.
- Interest and ability to work in a team environment and assist or manage fire incidents utilizing the Incident Command System (ICS).

Essential Skills:

- Principles and practices of GIS (Geographic Information System) and computer applications used to produce maps. Properties of maps – e.g. distance scales and legends. Source documents and data sets used to create maps and GIS Data Layers. Ability to survey features with GPS and transfer to GIS layer. Ability to process and rework GIS Data sets to obtain required outcomes. Ability and understanding in the use of a large format printer for printing maps.
- Knowledge of environmental matters acquired through applicable formal training or combination of education and experience.
- Knowledge and experience of veld and forest fires.
- Good computer literacy and the ability to compile management plans is essential. MS Word, Excel and Powerpoint use, knowledge and ability is essential.
- Interest and ability to work in a team environment. Assist or manage fire incidents utilizing the Incident Command System (ICS).
- Management and people skills would be an essential requirement for this position.
- Problem-solving and analytical skills.

Requirements:

- Degree or diploma in Geographical Information Systems, Forestry, Conservation or Natural Resource Management will be advantageous.
- The candidate will work throughout the province of the Eastern Cape, and regular travelling will be expected.

- It will be expected from the candidate to be on standby for extended periods during fire season as part of normal duties.
- The Planning Officer will assist FPAs in firefighting operations and management. This will take place during and after office hours.
- Good communication skills as the candidate will be required to advise and assist FPAs.
- Keen interest to develop further and undergo training to further GIS skills will be extremely favourable.

Experience:

- Work experience in an FPA, forestry or conservation environment will be beneficial. Extent of work experience will also be taken into consideration.
- Working Experience and knowledge of GIS Systems will be taken into consideration.

Submit your CV & relevant documentation before the closing date/time to the following:

E-mail: hein@ecufpa.co.za

Closing Date: 10 September 2024 at 12h00

For any further enquiries, you can contact:

Hein Niemand at 043 683 2659 (office hours only)

If you have not had a response from us within 10 days after the closing date, kindly accept that your application has been unsuccessful. ECUFPA Reserves the right not fill this vacancy.