



Regional Manager

for Eastern Cape Umbrella Fire Protection Association in conjunction with the Forestry Support Programme.

The **Eastern Cape Umbrella Fire Protection Association (ECUFPA)** is looking for a Regional Manager which will be based in Stutterheim or in the general area of Mthatha, to oversee the day-to-day management of Forestry Support Programme (FSP) teams. The incumbent should be able to work independently as well as in a team environment.

Brief job descriptions:

The primary duty of the manager will be to ensure the smooth functioning of the FSP Teams assigned to them and manage the teams according to company policies, standards, and practices.

Additional duties:

- Planning and Co-ordination - Personnel management, compile APO's, budget planning, etc.
- Occupational Health and Safety – Ensure compliance with health and safety standards during various operations.
- Administration - Ensure that personnel administration, disciplinary code, and procedures are adhered to. Oversee and compile reports regarding stock control for overall efficient management of tools and equipment.
- Stake holder relationship – Ensure effective communication is met between all stake holders
- Fire Management – Oversee that the teams are always ready for fire prevention activities like firefighting.
- Personnel development – Oversee the development of Crew Leaders and team members.

Skills requirement:

- Grade 12
- Minimum of 5 years in a managerial position will be an advantage.
- Forestry related background will be an advantage.
- Valid driver's licence (min 2 years experience).
- Well-spoken with good written communications skills in English (other languages will be advantageous).
- Computer literate in all Office programmes (Word, Excel, etc.), internet use (e.g., WhatsApp, etc.) and email.
- Excellent interpersonal skills.
- Demonstration of strong leadership skills.
- Must be proficient in MS Excel.
- Excellent administration skills.
- Must be able to work independently and in a high-stress and fast-paced environment under pressure.
- Must be able to communicate efficiently with multiple agencies.

Personal characteristics: organised, disciplined, innovative, patient, dependable, honest.

Fixed Term Contract to end 5 January 2028.

Remuneration:

Package negotiable depending on experience and qualifications.

Please send a cover letter and a BRIEF (2-page max) CV to fsp.project@ecufpa.co.za

For further information, please use the same address or call 043 683 2659 (office hours only).

Closing Date: 12 September 2024

Please note:

If you have not received a response within 10 days, please consider your application unsuccessful. The right not to fill the position is reserved.