

# Jobs



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REF NO. CAS 2018-07 (180207-1)

CLOSING DATE: 2018/03/02

### Details

<b>Tracking Number</b>	CAS 2018-07
<b>Job Title</b>	Heritage Officer: Heritage Resource Management Services, Ref No. CAS 2018-07
<b>Department</b>	Cultural Affairs and Sport
<b>Salary level</b>	7
<b>Enquiries</b>	Mr Z Shiceka at (021) 483 9692
<b>Job Type</b>	Permanent
<b>Location - Country</b>	South Africa
<b>Location - Province</b>	Western Cape
<b>Location - Town / City</b>	Cape Town
<b>Job Purpose</b>	The Department of Cultural Affairs and Sport, Heritage Resource Management Services is seeking to employ a qualified individual to identify, protect and promote the conservation of heritage resources in the Western Cape under the guidance of Heritage Western Cape and the National Heritage Resources Act (no.25) 1999. In order to effect this a multi-disciplinary skill set is required including: Architectural; Archaeological; Palaeontological; Town and Regional Planning; Urban Design; Environmental Impacts; Socio-historical; Heritage legislation.
<b>Minimum Requirements</b>	Undergraduate degree in heritage related discipline (preferably architect) with a minimum of 3 years' relevant experience.
<b>Recommendation</b>	Postgraduate qualifications (Honors, Masters, Doctorate) in heritage-related studies (preferably architect).
<b>Key Performance Areas</b>	Proactive identification of heritage resources and their significance through assisting local authorities and the public in integrating the heritage permitting process with local municipal planning processes; Applying scrutiny to the significances of identified heritage resources as well as grading previously unidentified heritage resources in the process of assessing impacts to these heritage resources; Provide professional and technical heritage assistance to the public as well as other departments and internal units and the promotion and increasing public awareness regarding the value of heritage and the role it should play in empowering civil society to nurture and conserve heritage; Monitoring and enforcement of compliance in terms of heritage policies

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and legislation by conducting site inspections and investigations prior to possible prosecution.

**Competencies**

Knowledge of the following: National Heritage Resources Act; Heritage resources management policies and guidelines (specifically those of HWC); Communication (written and verbal) skills in at least two of the three official languages of the Western Cape; Related legislation in the heritage management process (such as NEMA, MRDA and municipal processes where applicable); Skills in office package suite and a working knowledge of database such as SAHRIS.

**Remuneration**

R 226 611 per annum (Salary level 7).

Note on remuneration: Cost-to-employer (CTE) remuneration package for certain occupation-specific dispensations (OSD), the middle-management service (MMS) and contract positions are inclusive of all costs related to service benefits or obligations including basic salary, 13th cheque, medical assistance, housing assistance, pension-fund contributions, etc. MMS remuneration packages are flexible and may be individually structured as prescribed. Where remuneration is not indicated as CTE, employees' service benefits or obligations are funded or co-funded in terms of the applicable prescripts or collective agreements.

**Notes**

Note: Only applications submitted online will be accepted.

Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to attend interviews on a date and time as determined by the department.

Kindly note that technical support is only available from Monday to Friday from 8:00 to 16.00 should you experience any difficulties with your online application. Please ensure that you submit your application before the closing date as no late applications will be considered.

**Attachments (if applicable)**

**Policy**

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