

The South African Weather Service (SAWS) is a Section 3(a) public entity under the Ministry of Environment, Forestry and Fisheries (DEFF) and is governed by a Board. The organisation is an authoritative voice for weather and climate related services in South Africa and is a member of the World Meteorological Organisation (WMO) to fulfil a range of international obligations of the government. South African Weather Service (SAWS) strives to be a Weather and Climate Centre of Excellence providing innovative solutions to ensure a weather-smart region, sustainable development and economic growth.

The South African Weather Service (SAWS) is therefore seeking to appoint an efficient and enthusiastic person to undertake the role of:

Senior Forecaster

Salary total package: Negotiable

Centre: Bloemfontein

(Ref. WS03/062023)

Job summary:

Meteorological Observation:

- Ensure that aeronautical meteorological observations are carried out in line with the international and national requirements by amongst others monitoring their quality, availability and provision of trend forecasts.

Forecasting and Warning Services:

- Supervise, generate and quality control aeronautical and terrestrial forecasts according to pre-determined time scales.
- Supervise, generate and quality control aeronautical and terrestrial client specific products and services for commercial and general public.
- Assist with the preparation of weather reports in respect of aeronautical and terrestrial accident and incident investigation queries from relevant legislative authorities.
- Communicate aeronautical and terrestrial meteorological forecasts and services to relevant clients.

Internal and External Customer Relations:

- Liaise with clients.
- Represent SAWS at Stakeholder meetings.
- Promote the awareness of SAWS products and services to all stakeholders.

Finance and General Administration:

- Assist in annual financial planning activities including budgeting and expenditure control.
- Assist in the control of acquired stock levels required for operational activities.
- Assist in the effective use of assets and key infrastructure.
- Perform routine office administration practices including lodging claims, leave processing, overtime, transport administration, periodic reporting, administration of registers etc.

Training, Development and Knowledge Management

- Assist in all training activities related to aeronautical meteorology within the organization.
- Provide mentorship and training to aeronautical, terrestrial forecasters.

Total Quality Management

- Develop and review aeronautical, terrestrial meteorological processes and procedures.
- Apply prevention and corrective action procedures on all findings related to aeronautical, terrestrial meteorological products and services.
- Promote a quality culture amongst the staff within the organization.
- Promote the SAWS Quality Policy and intergrade it into the day-to-day activities of the office
- Provide assistance during audits of the Regional Offices and sub-regional offices as required.
- Perform regular inspections to ensure all work done is according to documented requirements.
- Ensure that the work environment complies with legislative requirements relations to OHS.

Minimum Requirements and Attributes:

- BSc Degree in Meteorology with Honours or equivalent

- 5 years Meteorological experience. If no suitable candidate with 5 years' experience, 3 years' experience may be considered at the discretion of Head of the Department.
- ICAO AMF competency certificate
- WMO Standards
- Clear understanding of SAWS policies
- Ability to analyse and interpret weather charts, weather observations (surface and upper air) weather codes, satellite imagery and radar imagery.
- Basic understanding of Public Finance and Management Act
- Willingness to work shifts, weekends and public holidays
- Excellent corporate communications skills (written and verbal)
- Computer Skills (Ms Word, Excel, PowerPoint)
- Be able to respond well to pressure
- Own reliable transport
- Valid EB or Code 8 Drivers License is essential

Please Note:

Enquiries for the above-mentioned positions must be directed to: Mr. Denny Maluleke, at Tel. (012) 367 6091.

Register as user on our website using this link: <https://www.weathersa.co.za/home/vacancies> to apply for the above position and upload your (Comprehensive CV with certified copies of qualifications).

Closing Date: 16 June 2023

Note: Recruitment Agency applicant submissions will not be considered

Preference will be given to People living with disabilities in line with SAWS EE targets. This is an EE position and preference will be given to females, Africans, Indians and Coloureds (AIC). Correspondence will be limited to short listed candidates only. Candidates who have not been contacted within 3 months after the closing date of this advertisement, please accept that your application was unsuccessful. The organisation reserves the right not to fill this position. The South African Weather Service is an equal opportunity employer.

Record Reference	HCM-ADVERT-SENIORFORECASTER2023
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