

**Job Description: Sustainability Project Coordinator  
(Region B – Cape Provinces)**

The incumbent will assist in the execution of the strategic direction, business structure, management and control of Plastics | SA, thereby achieving the vision of creating a vibrant, responsible and sustainable plastics industry in Southern Africa

**Purpose statement:**

To collectively enhance the South African plastics industry's long term growth and sustainability

**Circular Economy:**

Creating a Circular Economy platform in which plastics are sustainably produced, designed, reused and recycled.

**Key deliverables:**

- 1. Waste Management and Recycling**  
Develop solutions jointly for the prevention, recycling, re-use and recovery of plastics waste to ease the burden of plastics on landfills and the natural environment
- 2. Influence Human behavior**  
Influence positive change in human behavior to manage plastics waste through recycling initiatives
- 3. Product Stewardship and Extended Producer Responsibility**  
Play a pivotal role in the support and implementation of EPR and product stewardship programmes
- 4. Resource Efficiency**  
Educate and support the plastics industry in the aspects of sustainable manufacturing viz:
  - Water conservation
  - Energy efficiency
  - Reduction in air pollution

**Reporting Structure**

The incumbent reports to the Director Sustainability – Plastics | SA.

**Minimum Requirements**

- ◆ Degree or diploma, preferably in polymers science, waste management or environmental management.
- ◆ Must be a team player who is results-driven with an ability to take initiative in managing projects and activities and ensuring appropriate outcomes.
- ◆ Basic project management skills with a strong problem solving ability.
- ◆ Ability to work independently and effectively under pressure.
- ◆ Sound multi-level communication skills and ability to create and support networks and partnerships.
- ◆ Reasonable working knowledge of sustainability environmental management, educational programs and waste management matters and the application thereof

## Experience

The incumbent should have:

- ◆ Minimum of 5 years environmental and sustainability experience
- ◆ Plastics industry experience will be an advantage
- ◆ Had some exposure to and/or project management experience in the environmental/waste management sector.
- ◆ Knowledge of Government Acts and Regulations pertaining to the environment.
- ◆ Established and collaborate with networks and partnerships with relevant stakeholders in both industry, government and society.

## Responsibilities

### **Area of responsibility: Region B**

Western Cape, Eastern Cape and Northern Cape

This position is based at our Maitland offices, Cape Town.

### **Financial Responsibilities**

- ◆ Provide input for the preparation of the Divisional budget in terms of the agreed Divisional Strategic Action Plan.
- ◆ Manage projects and activities in accordance with the Divisional budget.
- ◆ Compile activity income/expenditure reports for selected projects.
- ◆ Manage relevant operational aspects of agreements with fund providers such as PETCO, POLYCO, SA Vinyl's Association and other stakeholders.
- ◆ Seek out and conclude new funding opportunities for the Division.

### **Projects**

- ◆ Prepare operational action plans for each financial year and region.
- ◆ Identify, initiate and manage new projects.
- ◆ Create, maintain and build networks and partnerships that support Plastics | SA's activities.
- ◆ Promote Plastics | SA's 'Sustainability' drive.
- ◆ Define and manage new projects in terms of the Divisional strategy.
- ◆ Assist with obtaining project funding and support from Industry and other sponsors.
- ◆ Effective verbal and written communication through the projects and activities of the Sustainability Division
- ◆ Research and knowledge – includes the writing of articles, development of brochures and "translation" of Government documents and plans into action plans for the Sustainability Division.

**If you meet the above criteria and would like to apply, please send your curriculum vitae and current remuneration to [douw.steyn@plasticssa.co.za](mailto:douw.steyn@plasticssa.co.za) before 19 April 2024.**

***Only shortlisted candidates will be notified for the further selection process. All candidates on the final shortlist will be submitted to a psychometric assessment.***