

CURRICULUM VITAE

Herman (Attie) Alberts

PERSONAL DETAILS

Surname: Alberts
Full Names: Herman Attie
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E-mail Address: hermanattie@gmail.com
Date of Birth: 15 April 1988
ID Number: 8804155238089
Gender: Male
Marital Status: Divorced
Nationality: South African
Race: Coloured

TERTIARY EDUCATION

Qualification: BSc Honours Geography; University of the Free State in 2010
Major: Environmental Geomorphology

Qualification: BSc Geography; University of the Free State in 2009
Majors: Geography
Mathematical Statistics

POSTGRADUATE CERTIFICATION

- 2018 Environmental Management Systems; North West University
- 2017 Environmental Impact Assessment; North West University
- 2014 Environmental Law for Managers; North West University

SECONDARY EDUCATION

Matriculated: Hopetown High School in 2006
Subjects: Afrikaans
English
Mathematics
Economics
Travel & Tourism
Biology

PROFESIONAL AFFILIATIONS

- Registered Environmental Assessment Practitioner: EAPASA Number 2019/1328

SKILLS AND TRAINING

Home Language: English & Afrikaans
Computer Literacy: Passed an Advance Computer Practice course at the University of the Free State
Drivers Licence: Code 10 (C1)
Training: ESRI's ArcGIS Desktop I Certification
Introduction to Environmental Impact Assessment
PALAMA's Introduction into Public Service
PALAMA's Breaking Barriers into Public Service
Other: Competent in using Microsoft Office, PlanetGIS and ArcGIS software.

PERSONAL QUALITIES

- Good research skills and ability to analyse findings
- Good verbal and written communication skills
- Good Leadership and management skills
- Ability to work on multiple projects and meet deadlines
- Ability to work individually as well as part of a team

LEADERSHIP AND OTHER

- Acting Assistant Director: Coordination and Strategic Support within the Chief Directorate: Integrated Environmental Authorisations, National Department of Environmental Affairs.
- Acting Assistant Director: Administration within the Chief Directorate: Integrated Environmental Authorisations, National Department of Environmental Affairs.

EMPLOYMENT HISTORY

01 March 2023 – Current: Senior Environmental Assessment Practitioner (EAP) at Environamics CC

Key Performance Areas

EIA Related

- Manage the Environmental Impact Assessment (EIA) process from inception to conclusion.
- Write EIA-related reports including for example EIA reports, public participation reports and EMPRs.
- Update and continually improve reports.
- Conduct public participation, including public meetings. • Arrange pre-application meetings. • Stay up to date with changing legislation.
- Compilation and submission tenders.

Project Management

- Communicate with clients – respond to emails, text messages or phone calls.
- Follow-up with the relevant competent authorities and government officials.
- Obtain quotations from specialists.
- Appoint specialists.
- Arrange pre-application meetings.
- Manage and coordinate specialists and/or other service providers.
- Compile and update board – manage and meet deadlines.

Finances

- Negotiate the best possible rate from specialists and/or service providers.

- File slips from project expenses.
- Keep record of any reimbursements including travel expenses.

General Administration

- Create and manager and administrative system for record keeping.
- Manage telephonic and email enquiries.
- Take minutes during meetings.
- Book accommodation for business trips.
- Report to the employer on a weekly basis.
- Proofread reports or documents compiled by service providers or members of Environamics.
- Printing/photocopying of documents such as EIA reports, site notices etc.
- Document control.
- Purchase office supplies.
- Couriering of documents.

CPD

- Attend IAIAAsa or other relevant training events or forums.
- Retain EAPASA registration.

March 2013 – 28 February 2023: Environmental Officer Specialised Production at National Department of Forestry, Fisheries and the Environment; Chief Directorate: Integrated Environmental Authorisations

Key Performance Areas

- Review EIA in process and final decisions
- Liaise with EIA stakeholders and respond to EIA related queries
- Conducting EIA Site inspections and attend pre-application meetings
- Provide EIA administration & functional support to management and branches within the department
- GIS mapping and screening of EIA applications
- Provide technical input into Appeals and Ministerial requests.

May 2012 – March 2013: Environmental Officer at National Department of Environmental Affairs; Chief Directorate: Integrated Environmental Authorisations

Key Performance Areas

- Review EIA in process and final decisions
- Liaise with EIA stakeholders and respond to EIA related queries
- Conducting EIA Site inspections and attend pre-application meetings
- Provide EIA administration & functional support to management and branches within the department
- GIS mapping and screening of EIA applications
- Provide technical input into Appeals and Ministerial requests.
- Screening of applications with the aid of GIS and provide technical GIS support

April 2012 – April 2012: Sub-contractor at PULA Strategic Resource Management (Pty) Ltd

Key Performance Areas

- Provide GIS, administration and spatial planning support
- Assist with electronic data capturing and cleaning
- Assist with the development of the Department of Rural Development and Land Reform's Spatial Planning and Information System (Spisys).

April 2011 – March 2012: GIS Candidate at National Department of Rural Development and Land Reform; Chief Directorate: Spatial Planning and Information

Key Performance Areas

- Assist with manipulation of spatial data and map production
- Assist with the upkeep of a spatial information stakeholder database
- Provide GIS support to local municipalities under the Pixley Ka Seme District Municipality

- Assist with the development of the Department of Rural Development and Land Reform's Spatial Planning and Information System (Spisys).

REFERENCES

Mrs. Liezel Ahjum

Director: Spatial Planning and Information

National Department of Rural Development and Land Reform

053 832 5084 / LDAhjum@ruraldevelopment.gov.za

Mr. Muhammad Essop

Assistant Director: Strategic Infrastructure Developments

National Department of Environmental Affairs

012 399 9406 / MEssop@environement.gov.za

Ms. Milicent Solomons

Director: Strategic Infrastructure Developments

National Department of Environmental Affairs

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Mrs. Marelle Botha

Managing Director

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