

**PROVINCIAL ADMINISTRATION: NORTH WEST
DEPARTMENT OF PUBLIC SAFETY**

This Department Is an Equal Opportunity Affirmative Action Employer. It is our intention to promote representatively (race, gender and disability) in the Department through the filling of this post and candidates whose transfer/promotion/appointment will promote representatively will receive preference. An indication in this regard will facilitate the processing of applications

<u>APPLICATIONS</u>	:	The Head of Department, Department of Public Safety, Private Bag X2080, Mmabatho, 2735
<u>FOR ATTENTION</u>	:	Ms T Motsamai: Office No. 160, 1 st Floor, New Head Office Complex- Old Parliament Building – Modiri Molema Road
<u>CLOSING DATE</u>	:	10 July 2009
<u>NOTE</u>	:	Applications must be accompanied by signed Z83 and a recent updated comprehensive CV as well as originally certified copies of all qualification(s) and ID-document and the names of three referees. Failure to submit the requested documents will result in the application not being considered. All qualifications will be verified. Persons in possession of a foreign qualification must furnish this Department with an evaluation certificate from the South African Qualification Authority (SAQA). Candidates must indicate the number of the post/reference number in their applications. Candidates requiring additional information regarding an advertised post, must direct their enquiries to Ms T Motsamai, Assistant Director : Recruitment Applications should be forwarded in time to the department since applications received after the closing date indicated below will as a rule not be accepted. It will be expected of candidates to be available for selection interviews on a date, time and place as determined by the Department Correspondence will be limited to short-listed candidates only. If you have not heard from us within three months after the closing date, please accept that your application has been unsuccessful. Note: Previous employment records will be verified. Appointed candidates will subjected to security clearance

OTHER POSTS

<u>POST 25/185</u>	:	<u>CHIEF PROVINCIAL INSPECTOR REF NO: 01/2009</u>
<u>SALARY</u>	:	R174 243 per annum
<u>CENTRE</u>	:	Potchefstroom Weighbridge
<u>REQUIREMENTS</u>	:	A minimum qualification of a Senior Certificate and Traffic Diploma * Code EC driver license * No criminal record * At least 8 years traffic experience – with at least 2 yearS in managerial capacity * Overload control experience will be an added advantage * Knowledge : Knowledge of the Road Traffic Act * Public Service Act and Regulations * Criminal Procedure Act * Public Service Code of Conduct * PFMA* Labour Relations Act * Conflict Resolution and disciplinary procedures as well as other related traffic legislation and policies. Skills : Proven management ability and attributes of dynamic leadership skills. Analytical skills; Ability to work under pressure; Proven skills in respect of report writing; Ability to perform duties while working shifts any covering and period out of 24 hours, including flexi-shifts; Ability to function independently and to work well as part of a team. *Good interpersonal relations skills * Computer literacy.
<u>DUTIES</u>	:	Plan, implement, manage, monitor and evaluate weighbridge operational Plans * Perform all necessary administrative functions at the weighbridge to ensure effective service delivery * Inspection of all equipment at the site and ensure maintenance thereof * Plan and organize Law Enforcement activities at the weighbridge. Perform all necessary administrative functions at the weighbridge.
<u>ENQUIRIES</u>	:	Mr P.J. Lehihi - 018 3819160/52
<u>POST 25/186</u>	:	<u>PRINCIPAL PROVINCIAL INSPECTOR (2 POSTS) REF NO: 02/2009</u>
<u>SALARY</u>	:	R145 920 per annum
<u>CENTRE</u>	:	Potchefstroom Weighbridge
<u>REQUIREMENTS</u>	:	A minimum qualification of a Senior Certificate and Traffic Diploma * Code EC driver licence * No criminal record * At least 5 years traffic experience or 3 years tertiary qualifications * Overload control experience will be an added advantage * Knowledge : Knowledge of the Road Traffic Act * Public Service Act and Regulations * Criminal Procedure Act * Public Service Code of Conduct * PFMA* Labour Relations Act * Conflict Resolution and disciplinary procedures as well as other related traffic legislation and policies. Skills : Proven supervisory ability and attributes of dynamic leadership skills; Analytical skills; Ability to work under pressure; Proven skills in respect of report writing; Ability to perform duties while working shifts covering any period out of 24 hours, including flexi-shifts; Ability to

		function independently and to work well as part of a team. Good interpersonal relations skills *Computer literacy.
<u>DUTIES</u>	:	Plan, supervise and monitor shift members' daily overload control and law enforcement activities including all personnel related matters. *Perform overload control services at weighbridge *Screen vehicles on routes in the area of the weighbridge to determine possible overloading and escort vehicles to the weighbridge. *Issue Sec 56 summonses where contraventions of the RTA are detected during overload control operations. *Perform administrative functions including administration of returns, claims, meetings etc.
<u>ENQUIRIES</u>	:	Mr P.J. Lehihi 018 3819160/52
<u>POST 25/187</u>	:	<u>PRINCIPAL PROVINCIAL INSPECTOR REF NO: 03/2009</u>
<u>SALARY</u>	:	R145 920 per annum
<u>CENTRE</u>	:	Koster Station
<u>REQUIREMENTS</u>	:	A minimum qualification of a Senior Certificate and Traffic Diploma * Code EC driver license * No criminal record * At least 3 years traffic experience or 3 years with tertiary qualifications * Overload control experience will be an added advantage * Knowledge : Knowledge of the Road Traffic Act * Public Service Act and Regulations * Criminal Procedure Act * Public Service Code of Conduct * PFMA* Labour Relations Act * Conflict Resolution and disciplinary procedures as well as other related traffic legislation and policies. Skills : Proven supervisory skills. Analytical skills; Ability to work under pressure; Proven skills in respect of report writing; Ability to perform duties while working shifts covering any period out of 24 hours, including flexi-shifts; Ability to function independently and to work well as part of a team. Good interpersonal relations skills * Computer literacy.
<u>DUTIES</u>	:	Plan, supervise and monitor shift members daily * Conduct inspection of Members, their equipments and vehicles reporting on and off duty * Conduct on the job training of subordinates and identify training needs *Compile and submit reports * Maintain discipline of the members.
<u>ENQUIRIES</u>	:	Mr P.J. Lehihi 018 3819160/52
<u>POST 25/188</u>	:	<u>PROVINCIAL INSPECTOR (24 POSTS) REF NO: 04/2009</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Potchefstroom Weighbridge
<u>REQUIREMENTS</u>	:	A minimum qualification of a Senior Certificate and Traffic Diploma will be an added advantage or experience acquired from Traffic Warden *Code EC driver license * No criminal record * Must be healthy and be able to do physical training and willing to undergo 6 months training. Knowledge : Knowledge of the Road Traffic Act * Public Service Act and Regulations * Criminal Procedure Act * Public Service Code of Conduct * PFMA* Labour Relations Act * Conflict Resolution and disciplinary procedures as well as other related traffic legislation and policies. Skills : Ability to work under pressure; Proven skills in respect of report writing; Ability to perform duties while working shifts covering any period out of 24 hours, including flexi-shifts; Ability to function independently and to work well as part of a team. Good interpersonal relations skills.
<u>DUTIES</u>	:	Perform overload control and law enforcement activities. *Perform overload control services at weighbridges. * Screen vehicles on routes in the area of the weighbridge to determine possible overloading and escort vehicles to the weighbridge. *Issue Sec 56 summonses where contraventions of the RTA are detected during overload control operations. *Perform general law enforcement as and when required.
<u>ENQUIRIES</u>	:	Mr P.J. Lehihi 018 3819160/52
<u>POST 25/189</u>	:	<u>PROVINCIAL INSPECTOR (34 POSTS) REF NO: 05/2009</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Ventersdorp Station (8 Posts) Wolmaranstad Station (8 Posts) Koster Station (14 Posts) and Lehurutshe Station (4)
<u>REQUIREMENTS</u>	:	A minimum qualification of a Senior Certificate and Traffic Diploma *Code EC driver license * No criminal record * At least 2 years traffic experience * Overload control experience will be an added advantage. Knowledge : Knowledge of the Road Traffic Act * Public Service Act and Regulations * Criminal Procedure Act * Public Service Code of Conduct * PFMA* Labour Relations Act * Conflict Resolution and disciplinary procedures as well as other related traffic legislation and policies. Skills : Ability to work under pressure; Proven skills in respect of report writing; Ability to perform duties while working shifts covering any period out of 24 hours, including flexi-shifts; Ability to function independently and to work well as part of a team. Good interpersonal relations skills.

- DUTIES** : Enforce the National Road Traffic Act and other related Acts by checking Overload control for possible contraventions and issuing Sec 56 summonses and other applicable documentation where contraventions are detected *Execute any Road Traffic Management related activity when instructed * Execute patrol duties and overload control * Escort abnormal loads * Attend court proceedings on behalf of the employer.
- ENQUIRIES** : Mr P.J. Lehihi 018 3819160/52
- POST 25/190** : **PROVINCIAL TRAFFIC WARDENS (50 POSTS) REF NO: 06/2009**
NB. This is a contract appointment of maximum two (2) year period renewable
- SALARY** : R64 410 per annum
- REQUIREMENTS** : A minimum qualification of a Senior Certificate * Unendorsed Code EB Driving License. Tertiary qualifications on Road Traffic Management will be an added advantage * No criminal record * The applicant must be between 18 and 35 years of age *Must be in good health to do vigorous physical exercises. Skills : Listening and communication skills* Ability to perform duties while working shifts covering any period out of 24 hours including flexi shifts. Ability to work under pressure and to work in a team * Good interpersonal relations * Integrity and honesty * Good written and communication skills.
- DUTIES** : Assist Traffic Officers with enforcement of the National Road Traffic Act and all applicable legislations * Assist Traffic Offices with executing overload control *Do point duty at intersections and at the scene of an accident * Assist with the registration of stopped vehicles at the road blocks * Assist with the data capturing of summonses * Execute patrol duties accompanied by a Traffic Officer. Perform any administrative function.
- ENQUIRIES** : Mr P.J. Lehihi 018 3819160/52
- NOTE** : Shortlisted applicants will be subjected to security clearance to determine any possible criminal record. The successful candidates shall undergo a six (6) month traffic diploma course at a traffic college still to be determined.