

DEPARTMENT OF TRANSPORT

Department of Transport is an equal opportunity, affirmative action employer with clear employment equity targets in terms of its' Employment Equity Plan

- APPLICATIONS** : The Department of Transport, Private Bag X193, Pretoria, 0001 of hand deliver at the Forum Building, Cnr Struben and Bosman Street, Pretoria for attention Recruitment Unit. Room 4034. Employees are reminded to quote the relevant reference numbers/post number when applying for this post.
- CLOSING DATE** : 29 September 2017
- NOTE** : Applications must be accompanied by form Z83, obtainable from any Public Service Department, (or obtainable at www.gov.za) and a recent updated comprehensive CV (previous experience must be comprehensively detailed, i.e. positions held and dates), as well as certified copies of all qualifications and ID document. Failure to submit the requested documents/information will result in your application not being considered. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). The Department reserves the right not to fill the posts. The successful candidates must be willing to sign an oath of secrecy with the Department. Applicants will be expected to be available for selection interviews and assessments at a time, date and place as determined by the Department. All appointments are subject to the verification of educational qualifications, previous experience, citizenship, reference checks and security vetting. Please note: Correspondence will only be entered into with short-listed candidates. All shortlisted candidates will be subjected to undertake a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated to the candidates prior to the interviews. Recommended candidates will also be required to attend a generic managerial competency assessment after the interviews. The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools.

MANAGEMENT ECHELON

- POST 36/52** : **DEPUTY DIRECTOR-GENERAL: CIVIL AVIATION Ref No: DOT/2017/18**
Branch: Civil Aviation
- SALARY** : All-inclusive salary package of R 1 299 501.00 per annum of which 30% can be structured according to individual needs.
- CENTRE** : Pretoria (Head Office)
- REQUIREMENTS** : Bachelor of Science Degree in Civil Aviation or Engineering/ Transport Economy/ Transport Planning – plus a post graduate qualification with NQF level 8 as recognised by SAQA and 8- 10 years' senior management experience in Civil Aviation and thorough knowledge of the aviation industry. Note: The following will serve as recommendation: Excellent communication skills, extensive knowledge and experience of the Transport planning, high level ability to analyse and synthesise information and to formulate policy and strategy, analytical abilities, excellent liaison skills, sound knowledge of government protocol and processes, sound knowledge of Public Finance Management Act (PFMA), Treasury Regulations, and Medium Term Expenditure Framework (MTEF).
- DUTIES** : Coordinate the development and implementation of safe, economically viable integrated and reliable air transport and infrastructure. Ensure effective monitoring and evaluation of the performance of civil aviation public entities. Ensure alignment of civil aviation public entities with DoT performance management system. Manage all aspects related to licensing and permits and provide an admin support service to the licensing councils. Ensure the provision of secretariat and technical support services to the International and Domestic Air Services Councils. Monitor all aspects regarding the issuing of licenses. Provide guidance and monitor the issuing of Foreign Operator Permits. Maintain and enhance South Africa's framework for bilateral and multilateral air transport agreements. Ensure the administration of the International Air Services Act of 1993 and the International Air Services Regulations of 1994. Liaise with the Aviation Authorities and Airlines of various states. Ensure the preparations for air services agreements and memoranda of understanding during bilateral air services negotiations. Ensure the preparations for air services agreements and memoranda of understanding during multilateral air services negotiations. Ensure the preparation of ministerial submissions and arrangements for signing of air services agreements ceremonies.

Coordinate the preparations for air services negotiations (arrangement of meetings and negotiation packs, preparation of all practical arrangements for negotiations etc.). Represent South Africa at the ICAO Council. Monitor and evaluate the impact of aviation safety, security and environmental frameworks regulatory and manage search and rescue. Ensure implementation of effective safety regulatory frameworks. Develop and facilitate the implementation of aviation environmental protection frameworks. Regulate the investigation of aviation accidents and incidents to prioritise safety through the implementation of recommendations. Manage and control the Branch. Provide guidance and ensure there is adequate support for and development of the staff. Ensure compliance with all administrative requirements, regulations, rules and instructions pertaining to the branch. Ensure financial reports are developed for forecasting, trending and results analysis

ENQUIRIES :

Mr Mathabatha Mokonyama; Tel no: (012) 309 3400

OTHER POST

POST 36/53 :

DEPUTY DIRECTOR: INCOME AND EXPENDITURE: DOT/2017/19
 (Branch: Administration (Office of the Chief Financial Officer)
 (Chief Directorate: Financial Administration and Supply Chain Management)
 (Directorate: Financial Administration)
 Sub-directorate: Income and Expenditure

SALARY CENTRE REQUIREMENTS :

All- inclusive salary package R657 558 per annum
 Pretoria
 A three year bachelor's degree or a National Diploma in Accounting or equivalent qualification plus a minimum of five (5) years relevant experience in Accounting. Note the following will serve as strong recommendations: Good knowledge and experience in Income and Expenditure management, working knowledge of the Basic Accounting Systems (BAS), Sound knowledge of Public Financial Management Act and Treasury Regulations, computer literacy with MS Word and Excel, excellent interpersonal and communication skills (verbal and written), sound mathematical and accounting skills. Planning and organising skills, management and leadership skills and decision-making skills.

DUTIES :

Monitor and report on revenue, expenditure, assets and liability accounts. Establish and maintain sound system of cash management. Prepare information for the annual financial statement according to Generally Recognised Accounting Practice (GRAP). Provide financial Management support in advice. Assist and facilitate in the implementation of PFMA. Ensure that the Financial Management processes and Systems meet the requirements of PFMA. Maintain proper accounts and financial records in the Department. Institute and present capacity development programmes. Institute and review internal control measures and systems that are effective and efficient. Authorise transactions on BAS and Logis. Manage staff in the sub-directorate: Income and Expenditure.

ENQUIRIES :

Mr Johan Nel; Tel no: (012) 309 3627