

**PROVINCIAL ADMINISTRATION: NORTH WEST
DEPARTMENT OF COMMUNITY SAFETY AND TRANSPORT MANAGEMENT**

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

<u>APPLICATIONS</u>	:	The Head of Department, Department of Community Safety and Transport Management, Private Bag x19, Mmabatho, 2735 Office No. 136, 1 st Floor, Tirelo Building, Cnr Albert Luthuli Drive and Dr. James Moroka Drive, for Attention Gadifele Noge.
<u>CLOSING DATE</u>	:	16 February 2018 at 15H30
<u>NOTE</u>	:	Applications must be accompanied by signed and dated Z83, a recent updated Comprehensive CV with at least names of three (3) referees with current contact details, originally certified copies of all qualification(s), and ID-document/National Identity card. 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). Positions requiring tertiary qualification/s must be accompanied by certified copies of academic record/ transcript(s). Candidates must indicate the number of the post/reference number in their applications. Candidates requiring additional information regarding an advertised post must direct their queries to the person reflected as enquiries below the post applied for. 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. Faxed and emailed applications are not accepted. It will be expected of candidates to be available for selection interviews on a date, time and place as determined by the Department. The Department reserves the right not to make appointments and correspondence will be limited to shortlisted candidates only. Previous employment records will be verified. All appointments are subjected to a positive qualifications verifications as well as security clearance and vetting. SMS appointments are also subjected to SMS competency assessment as a DPSA requirement. All shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job.

MANAGEMENT ECHELON

<u>POST 05/299</u>		<u>DIRECTOR: OPERATOR LICENSE AND PERMITS REF NO: 70/2017/18</u> Chief Directorate: Transport Regulations Directorate: Operator License and Permits NB: This is a re-advertisement, candidates who previously applied may not re-apply.
<u>SALARY</u>	:	R948 174. per annum (SL 13) The Inclusive remuneration package consists of a basic salary, Contribution to the Government Employee Pension Fund, medical aid fund and a flexible portion in terms of applicable rules.
<u>CENTRE REQUIREMENTS</u>	:	Head Office- Mahikeng Grade 12 Certificate. A relevant undergraduate qualification (NQF level 7) in Transport Management or any related qualification within the Transport Sector recognised by SAQA coupled with five (5) years' experience at middle/senior management within the Transport Environment. Valid Driving License. Computer Literacy. Project Management will be a strong recommendation. Knowledge: Knowledge of National Land Transport Act, Act 05 of 2009. Knowledge of White Paper on National Transport Policy, 1996. Knowledge of Public Service Act, Rules and Regulations. Knowledge of Public Finance Management Act. Be able to demonstrate sufficient knowledge of public transport operations in the North West Province. Capabilities: Strategic capability and leadership. Programme and Project management. Financial Management. Service delivery innovation. Analytical skills, problem solving and the ability to work independently and/or with little supervision and under pressure. People management and empowerment. Verbal and written communication skills at a high level. Willingness to travel and work irregular hours. Have the ability to generate new ideas and improve where

circumstances require. Be able to formulate, write reports and communicate at the highest level. Must have good interpersonal skills and be able to maintain a positive interpersonal relations and be able to work as part of team as an individual.

- DUTIES** : Monitor compliance on operating licence conditions. Ensure proper administration support services to licensing processes and committees including Provincial Regulatory Entity. Manage public transport related conflict in the Province. Ensure proper coordination of issuing of operator License and Permits in line with applicable Provincial and Municipal Transport Plans. Oversee the proper functioning of Provincial Regulatory Entity in line with the National Land Transport Act. Manage all resources of the Directorate and provide effective guidance on implementation of government policies and regulations. Oversee the proper implementation of National Transport Policy and Land Transport Acts. Provide Strategic Leadership.
- ENQUIRIES** : Mr. M. Morule, Tel Nr. 018 381 9104

OFFICE OF THE PREMIER

- APPLICATIONS** : Applications must be forwarded for attention: The Director General, Office of the Premier, Private Bag X129, Mmabatho, 2735. or hand deliver to Human Resource Management, Second Floor, Ga-rona Building, Mmabatho.

CLOSING DATE : 16 February 2017

- NOTE** : The Office of the Premier is an equal opportunity, affirmative action employer and is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability. People with disabilities who meet the requirements are encouraged to apply. Applications must be accompanied by Z83, obtainable from any Public Service Department, and should include a certified copy of ID, certificates and comprehensive CV with 3 contactable referees. Failure to submit the requested documents will result in your application not being considered. Late, faxed and e-mailed applications will not be considered. Qualifications will be verified. The successful candidates for the above positions will be required to undergo security screening. Candidates will be subject to competency assessment. It is the responsibility of the applicant to make sure that foreign qualifications are evaluated by the South African Qualifications Authority.

OTHER POST

- POST 05/300** : **ASSISTANT DIRECTOR REF NO: NWOOP 03/18/02**

SALARY : R334 545. per annum. Level 09

CENTRE : Mahikeng

REQUIREMENTS : A Degree or National Diploma in Statistics / Social Sciences or Public Administration and/ or equivalent qualifications (NQF Level and Credits) 3 -5 years relevant work experience of which 3 years must on a supervisory level General managerial and administration experience (related to tasks of Monitoring and Evaluation) Knowledge: Good general knowledge and interest in current and government affairs Skills: Must be well versed in all aspects related to quantitative data analysis techniques and interpretation Proficiency in MS programmes and data analysis packages (i.e. SPSS) Ability to liaise with stakeholders Proficiency in both presentation and report writing Ability to work independently without direct supervision as well as in a team Must be able to work under pressure.

- DUTIES** : Coordinate Presidential Hotline and the NW Provincial Call Centre Collect and collate statistical data to inform management decisions Analyse performance of the Provincial Call centre and Presidential Hotline Produce monthly and quarterly reports Communicate findings to relevant stakeholders Facilitate the updating of the service delivery needs database Facilitate referral of identified service delivery needs to relevant Stakeholders MS Excel programme for quantitative data analysis Provide assistance in general managerial tasks to ensure optimal resource management in the Sub- Directorate.

ENQUIRIES : Mr Ike Monamodi, Tel: 018 388 4562