DEPARTMENT OF TRANSPORT

Department of Transport is an equal opportunity, affirmative action employer with clear employment equity targets. Preference will be given to candidates whose appointment will assist the department in achieving its Employment Equity targets at these specific levels in terms of the Department’s Employment Equity Plan.

APPLICATIONS
Department of Transport, Private Bag X193, Pretoria, 0001 or hand deliver at the 159 Forum Building, Cnr Struben and Bosman Street, Pretoria

FOR ATTENTION
Recruitment Unit. Room 4034

CLOSING DATE
01 April 2019

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.

OTHER POSTS

POST 10/69
ASSISTANT DIRECTOR: PUBLIC TRANSPORT POLICY AND LEGISLATION
REF NO: HRM/2019/07
Branch: Public Transport
Chief Directorate: Public Transport Regulations
Directorate: Public Transport Policy and Legislation
Sub-Directorate: Policy and Legislation Maintenance

SALARY
R444 693 per annum (Level 10) (All inclusive salary package)

CENTRE
Pretoria

REQUIREMENTS
A recognised NQF 6/7 in Public Transport Policy, Transport Planning or Law coupled with 3 years’ relevant experience. Note: The following key competencies are essential: Knowledge of the Land Transport Policy and Legislation, detailed understanding of the NLTA, knowledge of transport planning and management. Strong strategic and analytical skills, excellent writing and presentation skills, interpersonal relations skills, strong negotiation skills. Willingness to travel and work irregular hours.

DUTIES
Assist to ensure that the duties of the Department as specified in the National Land Transport Act (NLTA) are performed and in place; Assist to review the NLTA on a regular basis; Assist to guide the amendment of the NLTA and formulate regulations in terms of the Act; Assist in the Parliamentary processes and publish the approved amendments and regulations in the Government Gazette; Assist to manage implementation of the Act at Provincial and Local Sphere; Assist to develop business process and implementation plan for various aspects of the Act; Assist in briefings and workshops for political and administrative staff on the provisions of the Act; Assist to drive formulation of the ultimate National Land Transport Act Amendment Bill.

ENQUIRIES
Mr Takalani Nndanduleni Tel No: 012 309 3235
POST 10/70 : ASSISTANT DIRECTOR: FRAUD PREVENTION REF NO: HRM/2019/06
Branch: Administration, Office of the Director-General
Chief Directorate: Internal Audit
Directorate: Forensic Investigations
Sub-Directorate: Fraud Prevention

SALARY : R356 289 per annum (Level 09) (All inclusive salary package)
CENTRE : Pretoria
REQUIREMENTS : Degree in Forensic Investigations / Law / Auditing qualifications. 3-5 years’ experience. Certified Fraud Examiner (CFE) will serve as an added advantage. Must have a drivers license. Must be prepared to travel. Must have worked in a team, which involved supervisory responsibilities. Must have an extensive knowledge of PFMA, Treasury Regulations, National Anti-Corruption Strategy and Public Service Code of Conduct. Proficiency in presentation and facilitation skills. Must possess analytical and investigation skills. Strong report writing skills. Good communication skills.

DUTIES : Facilitate advocacy through awareness /education programmes on Anti-Corruption. Facilitate the identification and assessment of fraud and ethics risks assessment within the Department. Review sources of fraud risks and identify high profile areas. Update the fraud risk register. Provide input in drafting and managing annual fraud prevention plan. Regularly review and update the fraud prevention plan. Review the Anti-Fraud and Anti-corruption policies. Conduct fraud detection reviews in some of the identified high fraud risk areas on a regular basis. Review fraud triangle and advise management on fraud health profile of the department. Liaise with internal stakeholders on issues of anti-corruption. Regularly report to relevant oversight structures. Perform any other office administrative duties.

ENQUIRIES : Ms Samu Buthelezi Tel No: 012 309 3672

POST 10/71 : SENIOR SAFETY LIAISON OFFICER REF NO: HRM/2019/08
Branch: Maritime Transport
Chief Directorate: Implementation, Monitoring and Evaluation
Directorate: Maritime Safety, Security and Environment
Sub-Directorate: Maritime Safety

SALARY : R299 709 per annum (Level 08) (All inclusive salary package)
CENTRE : Pretoria
REQUIREMENTS : A recognised NQF level 6 qualification in Maritime Studies or Economics or Public Management or Law with 3 years’ experience in the maritime sector. The following will serve as a recommendation: Knowledge of South African Maritime Transport Environment; the Merchant Shipping Act and relevant Maritime Regulations; Knowledge of International Maritime Treaties/ protocols (IMO/ILO/UN); Willing and able to deliver services effectively and efficiently in order to put the spirit of customer service (Batho Pele) into practice; Initiates, supports and champions organisational transformation and change in order to successfully implement new initiatives and deliver on service delivery commitments; Responsible for Compiling the management reports; Knowledge of Public Finance Management Act (PFMA) and Treasury Regulations; Good communication skills (verbal and written); Computer literacy; Governance related to information; Compiles and manages budgets, controls cash flow, institutes risk management and administers tender procurement processes in accordance with generally recognised financial practices in order to ensure the achievement of strategic organisational objectives. Must be able and willing to travel nationally. Be able to work under pressure.

DUTIES : To support the implementation of safety policy and legislation as aligned to the International Standards: Participate in facilitating the development and implementation of legislative / regulatory framework for the safety on inland-waterways; Coordinate stakeholders meetings on a regular basis; Liaise with key stakeholders in the implementation of the National Small Vessels Safety Regulations; Provide support in the facilitation of the implementation of the National Small Vessels Safety Regulations; Provide support with the facilitation of the development and registration of National Small Vessels database; Liaise and facilitate the implementation of the National Small Vessels database; Provide support with the development of a framework for reporting on safety accidents;
Participate in facilitating the convening of the Courts of Marine Enquiry as required in the Merchant Shipping Act and the Courts of Marine Regulations; Facilitate the coordination of Maritime Stakeholder & Incident Investigations; Participate in the International Maritime Organisation Voluntary Audit Scheme; Providing support to the sub-directorate with maritime safety matters that are dealt with by the International Maritime Organisation; Liaise with SAMSA on the Marine Accidents and Incidents Investigations; Participate during the discussions and conclusions of the Memorandum of Understanding with SAMSA; Provide support with administrative functions towards the convening of the sitting of the Court of Marine Enquiry; Serve as the Clerk of the Court of Marine Enquiry; Provide support to the Project Officer with the management of the project funds; Liaise with key stakeholders such as the affected family members, legal attorneys and defendants; Provide support with the facilitation of the implementation of the Court of Marine Enquiry’s decisions; Maintain and keep the list of potential members of the Court of Marine Enquiry updated; Liaise with MRCC to collect monthly incident and accident reports; Provide support in facilitation of the requirements of the Voluntary Audit Scheme in line with the Memorandum of Co-operation between which parties; Participate in the implementation of the Voluntary Audit Scheme findings; Obtain the necessary approval for SA to participate in related international forums such International Maritime Organisation such as Maritime Safety Committees as required.

ENQUIRIES : Ms Sharmila Dharamalingam Tel No: 012 309 3834

POST 10/72 : STATE ACCOUNTANT: INTERNAL CONTROL AND COMPLIANCE REF NO: HRM/2019/09
Branch: Administration, Office of the Chief Financial Officer
Chief Directorate: Budgeting and Compliance
Directorate: Internal Control and Compliance
Sub-Directorate: Internal Control and Compliance

SALARY : R242 475 per annum (Level 07) (All inclusive salary package)
CENTRE : Pretoria

REQUIREMENTS : Recognized Degree NQF level 6/7 in Accounting or Finance with 2 years relevant working experience. The following key competencies and attribute are essential: Knowledge of the Public Finance Management Act (PFMA) and Treasury Regulations; Knowledge of internal control framework; Knowledge of BAS; Communication skills (verbal and written); Good Computer literacy e.g. Ms Word, spreadsheet and PowerPoint; Analytical skills, planning and organising skills.

DUTIES : The successful candidate will be responsible to: Provide input to the review of financial policies and procedures; Handle the internal and external audit queries; Maintain audit query database; Receive File and reconciliation of payment batches; Monitor compliance with the payment batch safekeeping procedures; Perform the internal checks on processes; Provide input for improvement on the internal checking processes.

ENQUIRIES : Ms Amandla Ngombane Tel No: (012) 309 3869