

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, therefore Coloured male/ female, Indian male / female and people with disabilities are encouraged to apply.

- 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 or email to: Recruitment@dot.gov.za.
- CLOSING DATE** : 15 January 2021
- 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 28/86** : **DEPUTY DIRECTOR: MULTILATERAL COORDINATION REF NO: DOT/HRM/2020/53.**
(Branch: Chief Operations Officer)
(Chief Directorate: International Relations)
(Directorate: Multilateral Coordination)
- SALARY CENTRE REQUIREMENTS** : R869 007 per annum (Level 12)
: Pretoria
: A Bachelor's degree in International Relations, Political Science or International Law as recognised by SAQA. Must have at least 5 years functional experience international relations environment of which 3 years must be at an Assistant Director level. Knowledge and understanding of the transport sector and its role in the international stage, knowledge of the South African Foreign Policy, understanding of the importance of SADC, AU and South-South cooperation. Valid driver's license. Knowledge and understanding of the PFMA Act, Public Service Act and Public Service Regulations. Liaison and interpersonal skills. Communication skills (written and verbal). Computer literacy.
- DUTIES** : Represent the Department at inter-departmental meetings, multilateral meetings and joint commissions. Ensure consensus on transport issues in international meetings. Manage the Department's involvement in the lobbying processes for international positions and incoming and outgoing missions. Promote closer co-operation with regional partners within the SADC framework and managing the implementation of agreements in SADC. Ensure overall participation of the Department in the African Union, including implementation of AU decisions and declarations on transport issues. Compile reports of all international engagements for the attention of the Director-General, Deputy Minister and the Minister. Manage the sub-directorate, monitor and ensure effective coordination of activities, evaluate and monitor performance of staff. Manage stakeholder relations. Negotiate and monitor implementation of all multilateral international agreements. Manage projects and the budget allocated.
- ENQUIRIES** : Mr. Themba Nkontwana, Tel No: (012) 309 3157

<u>POST 28/87</u>	:	<u>ASSISTANT DIRECTOR: INTERNAL AUDIT REF NO: DOT/HRM/2020/54</u> (Branch: Office of the Director-General) (Chief Directorate: Internal Audit and Fraud Investigations) (Directorate: Internal, Performance and IT Audits) (Sub-Directorate: Internal Audit)
<u>SALARY</u>	:	R376 596 per annum (Level 09)
<u>CENTRE</u>	:	Pretoria
<u>REQUIREMENTS</u>	:	A recognised NQF Level 6/7 (National Diploma or Degree) in Internal Auditing/Auditing or an equivalent qualification as recognised by SAQA with 5 years Internal Audit experience. Note: The following key competencies are essential: Knowledge of internal audit methodology, risk-based auditing, Treasury Regulations and Public Finance Management Act (PFMA); Knowledge of the International Standards for the Professional Practice of Internal Auditing and Code of Ethics. Good interpersonal and communication skills (both written and verbal); report writing; problem solving; project management skills, knowledge of barnowl audit and risk management software. Knowledge, proficiency and skills of auditing financial statements. The incumbent must be able to establish and maintain harmonious working relationship with co-workers and audit clients.
<u>DUTIES</u>	:	The incumbent will be responsible for the following: Provide inputs in the internal audit strategic and operational plans; Review the effectiveness of internal control systems, risk management and governance processes of the department; Plan audit projects; Develop adequate audit procedures; Execute audit programme by gathering all relevant data and audit evidence; Document all audit findings and provide supporting evidence; Compile audit reports and discuss with clients; Conduct internal audits in compliance with the International Standards for the Professional Practice of Internal Auditing; Perform follow up reviews to ensure that agreed action plans were implemented; Manage time and monitor audit progress against the plan; Supervise and conduct staff performance review; Manage internal audit resources (human, financial, assets) within area of responsibility.
<u>ENQUIRIES</u>	:	Ms Nomboniso Haka Tel No: (012) 309 3076
<u>POST 28/88</u>	:	<u>ASSISTANT DIRECTOR: PROGRAMMER REF NO: DOT/HRM/2020/55 (X2 POSTS)</u> (Branch: Integrated Transport Planning) (Chief Directorate: Business Information System) (Directorate: Business Systems) (Sub-Directorate: Systems Analysis)
<u>SALARY</u>	:	R376 596 per annum (Level 09)
<u>CENTRE</u>	:	Pretoria
<u>REQUIREMENTS</u>	:	A recognised NQF Level 6/7 in Computer Science or Information Technology as recognised by SAQA with 3 years working experience as a Programmer. The following competencies are essential: ASP/ASP.NET and MsSQL /MySQL, Experience in SQL server / Oracle, C#, HTML, Java Script and MVC. Experience is IT Operations. Experience in databases. Open Source experience will be an added advantage.
<u>DUTIES</u>	:	The incumbent will be responsible for the following: Designing, developing, testing, documenting and supporting applications. Building and enhancing web-based systems. Delivering a complete front and back end applications. Create technical documentation for reference and reporting. Troubleshooting, debugging, maintaining and improving existing software.
<u>ENQUIRIES</u>	:	Ms Lebogang Kwadjo Tel No: (012) 309 3984