

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. (Email application: Applicants are encouraged to send one set of documents when they apply i.e. Z83, CV, ID and qualifications attached as one document)
- CLOSING DATE** : 21 May 2021
- NOTE** : Applications must be accompanied by new Z83 form, 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 post. The successful candidate must disclose to the Director-General particulars of all registrable financial interests, sign a performance agreement and employment contract with the Director-General within three months from the date of assumption of duty. The successful candidate 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. An offer letter will only be issued to the successful candidate once the following has been verified 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 16/27** : **DEPUTY DIRECTOR: PUBLIC TRANSPORT MONITORING & INSPECTIONS**
REF NO: DOT/HRM/36
(Branch: Public Transport)
(Chief Directorate: Public Transport Regulation)
(Directorate: National Public Transport Regulator Support)
(Sub-Directorate: Public Transport Monitoring and Inspections)
- SALARY** : R869 007 per annum (Level 12), (All-inclusive package)
- CENTRE** : Pretoria
- REQUIREMENTS** : A recognised NQF level 6/7 in either Transport Planning; Public Passenger Transport; Transportation Management; Financial Management; Project management or Public Administration/Management as recognised by SAQA and a valid unendorsed code B or EB driving licence; with 5 years' relevant experience of 3 years must be at Assistant Director level in monitoring and evaluation and interaction with communities and supervision of staff. A recognised NQF level 7 Law degree will be an added advantage. Candidates must have knowledge and skills in public transport planning; public sector administration and procedures; strategic and analytical skills; project management skills; good interpersonal and negotiation skills; monitoring and evaluation or investigations; and financial management skills.
- DUTIES** : The incumbent will: monitor and oversee public transport in the country and make recommendations for improvement; conduct investigations against transport operators in response to complaints of wrongdoing or suspected irregularities; conduct periodical risk assessment and develop response plan. conduct any investigations as recommended by the National Public Transport Regulator; monitor the implementation of policies, procedures and code of conduct for the NPTR; ensure compliance with legislations that will impact on public transport and

making recommendation to the Minister; facilitate the monitoring of fares being charged by contracting authorities in terms of negotiated contracts and subsidised service contracts and make recommendations to the contracting authorities in this regard. Advice and provide inputs to standardized forms to be used for the National Land Transport Act, 2009 (Act, 05 of 2009) e.g. application forms and fees charged provide a variety of public transport information to passengers, operators, general public and other regulatory entities; provide inputs into the development of an information system and procedures for the activities of the National Public Transport Regulator (NPTR), Provincial Regulatory Entities (PRE's) and municipalities; manage the hotline for public transport complaints and manage general administration within the sub-directorate.

ENQUIRIES :

Ms N Mtshwene Tel No: (012) 309 3318

POST 16/28 :

ASSISTANT DIRECTOR: PUBLIC TRANSPORT MONITORING & INSPECTIONS REF NO: DOT/HRM/37

(Branch: Public Transport)

(Chief Directorate: Public Transport Regulation)

(Directorate: National Public Transport Regulator Support)

(Sub-Directorate: Public Transport Monitoring and Inspections)

SALARY CENTRE REQUIREMENTS :

R470 040 per annum (Level 10)

: Pretoria

: Applicants must be in possession of a recognised NQF level 6/7 National Diploma/Degree in Public Administration, Financial Management, Project Management or Transport Management as recognised by SAQA with 3 years' relevant experience in monitoring and evaluation and community interaction OR a Traffic Officers' diploma with 4 years' relevant experience in vehicle inspections or monitoring and evaluation and an unendorsed code B or EB driver's licenses. Experience in the public transport and operating licensing environment will be an added advantage. The following key competencies are essential: Knowledge of public transport planning; knowledge of public sector administration and procedures; knowledge of HR Legislation and understanding of the National Land Transport Act (NLTA) of 2009 (Act No 5 of 2009) and regulation; good communication skills (verbal and written); project management skills; good interpersonal and negotiation skills; understanding of inspections and traffic law enforcement; and financial management skills. A recognised NQF level 7 Law degree will be an added advantage.

DUTIES :

The incumbent will: monitor and oversee public transport in the country in relation to the mandate of the National Public Transport Regulator; conduct investigations against transport operators in response to complaints of wrongdoing or suspected irregularities; monitor accredited tourist transport operators generally as prescribed in National Land Transport Regulations; develop an inspection checklist for tourist operations in line with National Land Transport Regulations; provide a variety of public transport information to passengers, operators, general public and other regulatory entities; monitor the implementation of policies, procedures and code of conduct for the NPTR; provide inputs on policy documents and legislations that will impact on public transport and make recommendations to the Minister; monitor public transport performance; advice and provide inputs to standardized forms to be used for the National Land Transport Act, 2009 (Act, 05 of 2009) e.g. application forms and fees charged provide a variety of public transport information to passengers, operators, general public and other regulatory entities; provide inputs into the development of an information system and procedures for the activities of the National Public Transport Regulator (NPTR), Provincial Regulatory Entities (PRE's) and municipalities; and represent the department in various committees.

ENQUIRIES :

Ms N Mtshwene Tel No: (012) 309 3318

POST 16/29 : **ASSISTANT DIRECTOR: MEDIA RELATION REF NO: DOT/HRM/2021/38**
 (Branch: Chief Operations Officer)
 (Chief Directorate: Communication and Stakeholder Management)
 (Directorate: Research & Content Development)
 (Sub-directorate: Media Relations)

SALARY : R376 596 per annum (Level 09)
CENTRE : Pretoria
REQUIREMENTS : A recognised NQF Level 6 / 7 qualification in Communications or Media Relations / Journalism or equivalent, Coupled with 3 years' experience in the communications or media field. The following will serve as a recommendation: Ability to liaise / network effectively with media. Computer literacy. Strong writing and editing skills. Project management. Inter-personal relations. Ability to work in a demanding environment. Willingness to travel and work beyond normal working hours. Valid driving license.

DUTIES : Provide support with the development and implementation of media relations strategies and plans for the department. Provide support with the development and implementation of Departmental external communication strategies. Provide support with liaison and coordination with relevant stakeholders. Arrange media interviews, media briefings as well as newsroom visits by the Ministry and Department. Participate in proactive writing and sub-editing of press releases and articles for publishing. Prepare timely responses to media enquiries. Compile and maintain a regularly updated media database. Liaise and actively participate in Department and departmental Entities media task teams. Report writing. Identify and facilitate engagement platforms to establish, strengthen and maintain relations with media. Identify strategic platforms for the placement of Department content. Provide media liaison support to key government projects. Provide media engagements, logistical and administrative support. Provide support with the management of the sub directorate.

ENQUIRIES : Mr. S Monareng Tel No: (012) 309 309 3970