

**PROVINCIAL ADMINISTRATION: LIMPOPO  
DEPARTMENT OF TRANSPORT AND COMMUNITY SAFETY**

*The Department of Transport and Community Safety is an equal opportunity, affirmative action employer with clear employment equity targets. Women and people with disabilities are encouraged to apply.*

- APPLICATIONS** : quoting the relevant reference, should be forwarded as follows The Acting **Polokwane:** Head of Department (For Head Office posts) Department of Transport and Community Safety, Private Bag X 9491, Polokwane, 0700 OR handed in at Phamoko Building, Second (2<sup>nd</sup>) Floor, Office No. 45 at 40 Church Street, Polokwane, 0699.  
**Capricorn District,** Lebowakgomo Govt. Complex The Director, Private Bag X 51, Chuenespoort, 0745, Tel No 015 633 6691  
**Sekhukhune District,** Lebowakgomo Govt. Complex. The Director, Private Bag X 61, Chuenespoort, 0737, Tel No 015 633 5150.  
**Waterberg District,** NTK Building, cnr Thabo Mbeki & River Street The Director, Private Bag X 1038, Nylstroom, 0510, Tel No 014 701 3448.  
**Mopani District,** Giyani Govt, Complex. The Director, Private Bag X 9679, Giyani, 0826, Tel No 015 811 7000.  
**Vhembe District,** Thohoyandou Govt. Complex The Director, Private Bag X 2145, Sibasa, 0790, Tel No 015 960 3000
- CLOSING DATE** : 23 September 2022 at 16h00
- NOTE** : Applications must be submitted on new z83 form obtainable from all Government Departments or can be downloaded from [www.dpsa.gov.za](http://www.dpsa.gov.za). Applicants are to specify the centre on z83 form, which must be completed in full, originally signed, with reference number indicated and dated by the applicant. Application should be accompanied by a recent updated comprehensive CV only (previous experience must be comprehensively detailed, i.e. positions held and dates. The following must be considered in relation to the completion of the Z83 by applicants: ll the fields in Part A, Part C and Part D should be completed. In Part B, all fields should be completed in full except the following: South African applicants need not provide passport numbers. If an applicant responded “no” to the question “Are you conducting business with the State or are you a Director of a Public or Private company conducting business with the State? If yes (provide detail)” then it is acceptable for an applicant to indicate not applicable or leave blank to the question, “In the event that you are employed in the Public Service, will you immediately relinquish such business interest?”. Applicants may leave the following question blank if they are not in possession of such: “If your profession or occupation requires official registration, provide date and particulars of registration”. Noting there is limited space provided for Part E, F & G, applicants often indicate “refer to Curriculum Vitae (CV) or see attached”, this is acceptable as long as the CV has been attached and provides the required information. If the information is not provided in the CV, the applicant may be disqualified. It must be noted that a CV is an extension of the application of employment Z83, and applicants are accountable for the information that is provided therein. The questions related to conditions that prevent re-appointment under Part F must be answered. Only shortlisted applicants are required to submit certified copies of their educational qualifications and other relevant documents on or before the day of the interviews. Applicants with foreign qualifications remain responsible for ensuring that their qualifications are evaluated by the South African Qualifications Authority (SAQA).The employer reserves the right not to fill the posts. Failure to submit the requested documents will result in your application not being considered. A pre-entry certificate obtained from the National School of Government (NSG) is required for all SMS applicants. The purpose of the Senior Management Pre-Entry Programme, which is a public service specific training programme applicable to all applicants who aspire to join the SMS, is to ensure that potential SMS members have a background on processes and procedures linked to the SMS. Full details may be sourced by following the link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/> . Kindly note that technical support is only available from Monday to Friday from 8:00 to 16.00. Should you experience any difficulties with your online application, contact the Helpline: 0861 370 202. The DPSA Directive on Compulsory Capacity Development, Mandatory Training Days and minimum requirement for appointment at SMS level will be the completion of the Senior Management

Pre-entry programme as endorsed by the National School of Government. The applicant should therefore have a proof that they have registered for the Pre-entry certificate and have completed the course before the interview. The cost of the pre-entry certificate is for the candidate's expense. To access the pre-certificate course, please visit : <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/> All shortlisted candidates for SMS posts will be subjected to Technical exercise that intends to test relevant technical element of the Job and all recommended candidate will attend a competency assessment that intend to test generic managerial skill. Due to austerity measures the department will not carry any related costs (transport, accommodation, and meals) for candidates attending interviews. The employer reserves the right not to fill the posts. Successful incumbents will be expected to sign a performance agreement within one month after assumption of duty. The successful candidate will also be required to disclose their financial interest in accordance with the prescribed regulations. Suitable candidates will be subjected to a personnel suitability check (i.e. verification of educational qualifications, previous work experience, citizenship, reference checks, criminal record check, verification of financial/assets record check and security vetting). Where applicable, candidates will be subjected to a skills/knowledge test. The Department reserves the right not to make any appointment(s) to the posts advertised. The employment decision shall be informed by the Employment Equity Plan of the Department. Applications received after the closing date whether posted or hand-submitted will not be considered. Failure to comply with the above requirements will result in the disqualification of the application. Correspondence will be limited to short-listed candidates only, due to the large number of applications we envisage. If you have not heard from us within 90 days of the closing date, please accept that your application has been unsuccessful. However, should there be any dissatisfaction; applicants are hereby advised to seek reasons for the above administration action in terms of Promotion of Administrative Justice Act (PAJA) No.3 of 2000.

#### **MANAGEMENT ECHELON**

**POST 34/263** : **DIRECTOR: PROVINCIAL REGULATORY ENTITY REF NO: LDTCS 001 /2022**

**SALARY** : R1 073 187 per annum (Level 13), (all-inclusive remuneration package). The inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employee Pension Fund, a medical fund and flexible portion which may be structured in terms of applicable rules.

**CENTRE REQUIREMENTS** : Head Office (Polokwane)  
 : Undergraduate qualification NQF level 7 or equivalent qualifications as recognized by South African Qualifications Authority (SAQA). A qualification in Transport Management will be an added advantage. Five (5) years' experience at Middle / Senior Managerial level in a related field. valid driver's license (Except for people with disabilities) Core And Process Competencies Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem solving and Analysis, Client Orientation and Customer focus, Communication. Knowledge And Skills Sound and depth knowledge of and understanding of the legislative framework governing the public service i.e., Public Service Act, Public Service Regulation. Public service knowledge, negotiations, Computer Literacy; Public Service Knowledge.

**DUTIES** : Management and administration of the permits and operating licences. Manage the registration of transport modes and operators. Resolve Transport Conflict. Manage the activities of the Transport Board. Manage Project. Ensure the achievement of operational targets. Manage others and projects ensuring that all contribute towards achievement of dept goals. Develop Guidelines/ Practices/ Frameworks/ M&E

**ENQUIRIES** : Ms. Amika Y Tel No: 015-295 1209, Ms. Mpe N.F Tel No: 015 294 8401 and Ms. Maphoto S.M Tel No: 015 295 1163

**POST 34/264** : **DIRECTOR: DISTRICT SERVICES REF NO: LDTCS 002 /2022**

**SALARY** : R1 073 187 per annum (Level 13), (all-inclusive remuneration package). The inclusive remuneration package consists of a basic salary, the State's

<b><u>CENTRE REQUIREMENTS</u></b>	:	contribution to the Government Employee Pension Fund, a medical fund and flexible portion which may be structured in terms of applicable rules.
	:	Sekhukhune District
	:	Undergraduate qualification NQF level 7 or equivalent qualifications as recognized by South African Qualifications Authority (SAQA). A qualification in Public Administration / Transport Management will be an added advantage. Five (5) years' experience at Middle / Senior Managerial level in a related field. Valid driver's license (Except for people with disabilities). Core And Process Competencies Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem solving and Analysis, Client Orientation and Customer focus, Communication. Knowledge And Skills Sound and depth knowledge of and understanding of the legislative framework governing the public service i.e., Public Service Act, Public Service Regulation. Public service knowledge, negotiations, Computer Literacy; Public Service Knowledge.
<b><u>DUTIES</u></b>	:	Oversee the provision of transport operation services. Oversee the provision of transport regulation services. Oversee the provision of secretariat service for police service. Ensure efficient management of government fleet and garages. Manage corporate support services. Manage financial support services. Manage Project. Ensure the achievement of operational targets. Manage others and projects ensuring that all contribute towards achievement of dept goals. Develop Guidelines/ Practices/ Frameworks/ M&E
<b><u>ENQUIRIES</u></b>	:	Ms. Amika Y Tel No: 015-295 1209, Ms. Mpe N.F Tel No: 015 294 8401 and Ms. Maphoto S.M Tel No: 015 295 1163

#### **OTHER POSTS**

<b><u>POST 34/265</u></b>	:	<b><u>DEPUTY DIRECTOR: CORPORATE MANAGEMENT REF NO: LDTCS 003 /2022 (X2 POSTS)</u></b>
<b><u>SALARY</u></b>	:	R744 255 per annum (Level 11), (all-inclusive remuneration package). The inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employee Pension Fund, a medical fund and flexible portion which may be structured in terms of applicable rules.
<b><u>CENTRE REQUIREMENTS</u></b>	:	Waterberg and Capricorn District
	:	Undergraduate qualification NQF level 6 or equivalent qualifications as recognized by South African Qualifications Authority (SAQA). A qualification in Human Resource Management / Development / Public Administration will be an added advantage. Five (5) years' experience of which three (3) years must be at Junior Management / Assistant Director level in a related field. Valid driver's license (Except for people with disabilities). core and process competencies Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem solving and Analysis, Client Orientation and Customer focus, Communication. Knowledge and skills Sound and depth knowledge of and understanding of the legislative framework governing the public service i.e., Public Service Act, Public Service Regulation. Public service knowledge, negotiations, Computer Literacy; Public Service Knowledge; Knowledge of PERSAL.
<b><u>DUITES</u></b>	:	Manage Human Resource Management and Development Services. Manage employee wellness services. Manage information technology, information management and communication services. Manage transformation and service delivery improvement services. Manage records, facilities and EPWP services.
<b><u>ENQUIRIES</u></b>	:	Ms. Amika Y Tel No: 015-295 1209, Ms. Mpe N.F Tel No: 015 294 8401 and Ms. Maphoto S.M Tel No: 015 295 1163
<b><u>POST 34/266</u></b>	:	<b><u>DEPUTY DIRECTOR: ACQUISITION MANAGEMENT REF NO: LDTCS 004/2022</u></b>
<b><u>SALARY</u></b>	:	R744 255 per annum (Level 11), (all-inclusive remuneration package). The inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employee Pension Fund, a medical fund and flexible portion in terms of applicable rules.
<b><u>CENTRE</u></b>	:	Head Office (Polokwane)

<b><u>REQUIREMENTS</u></b>	:	Undergraduate qualification NQF level 6 or equivalent qualifications as recognized by South African Qualifications Authority (SAQA). A qualification in Supply Chain Management will be an added advantage. Five (5) years' experience of which three (3) years must be at Junior Management / Assistant Director level in a related field. Valid driver's license (Except for people with disabilities). Core and Process Competencies: Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem solving and Analysis, Client Orientation and Customer focus, Communication. Knowledge and Skills: Sound and depth knowledge of and understanding of the legislative framework governing the public service i.e., Public Service Act, Public Service Regulation. Public service knowledge, negotiations, Computer Literacy; Public Service Knowledge.
<b><u>DUTIES</u></b>	:	Invitation of quotation and bids. Registration of bids. Facilitate the evaluation of quotation and bids.
<b><u>ENQUIRIES</u></b>	:	Ms. Amika Y Tel No: 015-295 1209, Ms. Mpe N.F: 015 294 8401 and Ms. Maphoto S.M: 015 295 1163
<b><u>POST 34/267</u></b>	:	<b><u>DEPUTY DIRECTOR: DEMAND MANAGEMENT REF NO: LDTCS 005/2022</u></b>
<b><u>SALARY</u></b>	:	R744 255 per annum (Level 11), (all-inclusive remuneration package). The inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employee Pension Fund, a medical fund and flexible portion which may be restructured in terms of applicable rules.
<b><u>CENTRE REQUIREMENTS</u></b>	:	Head Office (Polokwane)
<b><u>REQUIREMENTS</u></b>	:	Undergraduate qualification NQF level 6 or equivalent qualifications as recognized by South African Qualifications Authority (SAQA). A qualification in Supply Chain Management will be an added advantage. Five (5) years' experience of which three (3) years must be at Junior Management / Assistant Director level in a related field. Valid driver's license (Except for people with disabilities). Core And Process Competencies: Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem solving and Analysis, Client Orientation and Customer focus, Communication. Knowledge and Skills: Sound and depth knowledge of and understanding of the legislative framework governing the public service i.e., Public Service Act, Public Service Regulation, PFMA, PPPFA. Assets related policies and FINEST, Public service knowledge, negotiations, Computer Literacy; Public Service Knowledge.
<b><u>DUTIES</u></b>	:	Manage the expenditure, commodity, and industry analysis processes. Manage the costing and linking of requirements to the budget. Manage supplier database. Monitor the identification of future needs. Manage the compilation of terms reference / specifications for goods and services required.
<b><u>ENQUIRIES</u></b>	:	Ms. Amika Y Tel No: 015-295 1209, Ms. Mpe N.F Tel No: 015 294 8401 and Ms. Maphoto S.M Tel No: 015 295 1163
<b><u>POST 34/268</u></b>	:	<b><u>DEPUTY DIRECTOR: CONTRACT MANAGEMENT (SCM) REF NO: LDTCS 006/2022</u></b>
<b><u>SALARY</u></b>	:	R744 255 per annum (Level 11), (all-inclusive remuneration package). The inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employee Pension Fund, a medical fund and flexible portion which may be restructured in terms of applicable rules.
<b><u>CENTRE REQUIREMENTS</u></b>	:	Head Office (Polokwane)
<b><u>REQUIREMENTS</u></b>	:	Undergraduate qualification NQF level 6 or equivalent qualifications as recognized by South African Qualifications Authority (SAQA). A qualification in Commerce / Supply Chain Management will be an added advantage. Five (5) years' experience of which three (3) years must be at Junior Management / Assistant Director level in a related field. Valid driver's license (Except for people with disabilities). Core And Process Competencies: Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem solving and Analysis, Client Orientation and Customer focus, Communication. Knowledge And Skills: Knowledge of PFMA, PPPFA, Assets related policies and FINEST (relevant legal prescripts), Analytical thinking skills, Service Delivery

		Innovation, Negotiation skills, Conflict resolution, problem solving, and Presentation skills.
<b><u>DUTIES</u></b>	:	Draft Service level Agreements. Monitoring actual performance against output specification. Ensure adherence to contracts terms and condition. Ensure safekeeping of contracts. Manage risks.
<b><u>ENQUIRIES</u></b>	:	Ms. Amika Y Tel No: 015-295 1209, Ms. Mpe N.F Tel No: 015 294 8401 and Ms. Maphoto S.M Tel No: 015 295 1163
<b><u>POST 34/269</u></b>	:	<b><u>DEPUTY DIRECTOR: FINANCIAL SYSTEM REF NO: LDTCS 007/2022</u></b>
<b><u>SALARY</u></b>	:	R744 255 per annum (Level 11), (all-inclusive remuneration package). The inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employee Pension Fund, a medical fund and flexible portion which may be restructured in terms of applicable rules.
<b><u>CENTRE REQUIREMENTS</u></b>	:	Head Office (Polokwane)
	:	Undergraduate qualification NQF level 6 or equivalent qualifications as recognized by South African Qualifications Authority (SAQA). A qualification in Commerce / Supply Chain Management will be an added advantage. Five (5) years' experience of which three (3) years must be at Junior Management / Assistant Director level in a related field. Valid driver's license (Except for people with disabilities) Core And Process Competencies: Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem solving and Analysis, Client Orientation and Customer focus, Communication. Knowledge and Skills: Knowledge of PFMA, PPPFA, Assets related policies and Finest (relevant legal prescripts), Knowledge of transversal systems specifically related to systems controlling, Knowledge of Departmental processes, procedures, and financial reporting, Accounting skills, Financial reporting, Communication and negotiation skills, Conflict resolution, problem solving and Presentation skills.
<b><u>DUTIES</u></b>	:	Provide access control to systems. Maintain departmental charts of accounts and security profile. Liaise between source systems and BAS when implementing interfaces. Manage and monitor the interface and transversal system on banks, LOGIS, PERSAL and BAS. Perform training and capacity development. Implement and enforce segregation of duties in the financial systems. Provide support to all financial system users.
<b><u>ENQUIRIES</u></b>	:	Ms. Amika Y Tel No: 015-295 1209, Ms. Mpe N.F Tel No: 015 294 8401 and Ms. Maphoto S.M Tel No: 015 295 1163
<b><u>POST 34/270</u></b>	:	<b><u>DEPUTY DIRECTOR: OPERATING LICENSE ADMINISTRATION REF NO: LDTCS 008/2022</u></b>
<b><u>SALARY</u></b>	:	R744 255 per annum (Level 11), (all-inclusive remuneration package). The inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employee Pension Fund, a medical fund and flexible portion which may be restructured in terms of applicable rules.
<b><u>CENTRE REQUIREMENTS</u></b>	:	Head Office (Polokwane)
	:	Undergraduate qualification NQF level 6 or equivalent qualifications as recognized by South African Qualifications Authority (SAQA). A qualification in Transport Management will be an added advantage. Five (5) years' experience of which three (3) years must be at Junior Management / Assistant Director level in a related field. Valid driver's license (Except for people with disabilities). Core And Process Competencies: Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem solving and Analysis, Client Orientation and Customer focus, Communication. Knowledge And Skills: Knowledge of PFMA and Treasury Regulations, National and Provincial Legislation affecting passenger transportation, National and Provincial passenger transport policy, The operations of the Passenger Transport Industry, Project management skills, Decision making, Negotiation skills, Conflict resolution, problem solving and Presentation skills.
<b><u>DUTIES</u></b>	:	Ensure proper management of permits and operating licenses. Monitor the issuance of operating licenses. Ensure compliance to permits and operating license legal prescripts. Manage the permit and operating licenses database. Provide support to districts regarding operating license administration.

- ENQUIRIES** : Ms. Amika Y Tel No: 015-295 1209, Ms. Mpe N.F Tel No: 015 294 8401 and Ms. Maphoto S.M Tel No: 015 295 1163
- POST 34/271** : **DEPUTY DIRECTOR: PROVINCIAL REGULATORY ENTITY REF NO: LDTCS 009/2022 (X3 POSTS)**
- SALARY** : R744 255.per annum (Level 11), (all-inclusive remuneration package). The inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employee Pension Fund, a medical fund and flexible portion which may be restructured in terms of applicable rules.
- CENTRE REQUIREMENTS** : Head Office (Polokwane)  
: Undergraduate qualification NQF level 6 or equivalent qualifications as recognized by South African Qualifications Authority (SAQA). A qualification in Transport Management will be an added advantage. Five (5) years' experience of which three (3) years must be at Junior Management / Assistant Director level in a related field. Valid driver's license (Except for people with disabilities).Core And Process Competencies: Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem solving and Analysis, Client Orientation and Customer focus, Communication. Knowledge And Skills: Computer Literacy, Innovative thinking and Managerial skills, Knowledge of PFMA and Treasury Regulations, National and Provincial Legislation affecting passenger transportation, National and Provincial passenger transport policy, the operations of the Passenger Transport Industry, Project management skills, Decision making, Negotiation skills, Conflict resolution, problem solving and Presentation skills.
- DUTIES** : Adjudicate on operating license applications. Provide support to Municipalities and stakeholders in relation to Public Transport regulations. Determine conditions on Operating licenses. Deal with appeals coming from the Transport Appeals Tribunal. Conduct research, investigations, and quality control.
- ENQUIRIES** : Ms. Amika Y Tel No: 015-295 1209, Ms. Mpe N.F Tel No: 015 294 8401 and Ms. Maphoto S.M Tel No: 015 295 1163
- POST 34/272** : **DEPUTY DIRECTOR: INTERNAL COMMUNICATION & GRAPHIC DESIGN SERVICES REF NO: LDTCS 010/2022**
- SALARY** : R744 255 per annum (Level 11), (all-inclusive remuneration package). The inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employee Pension Fund, a medical fund and flexible portion which may be restructured in terms of applicable rules.
- CENTRE REQUIREMENTS** : Head Office  
: Undergraduate qualification NQF level 6 or equivalent qualifications as recognized by South African Qualifications Authority (SAQA). A qualification in Communication / Journalism / Graphic Design will be an added advantage. Five (5) years' experience of which three (3) years must be at Junior Management / Assistant Director level in a related field. Valid driver's license (Except for people with disabilities). Core And Process Competencies: Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem solving and Analysis, Client Orientation and Customer focus, Communication. Knowledge and Skills: Computer Literacy, Knowledge of Government's Corporate identity and event management, Knowledge of government processes and relevant legislation, knowledge of basic management principles and practices, Performance management, written and verbal communication skills, Public relations, Analytical thinking and strategic planning.
- DUTIES** : Manage the production and distribution of departmental publications. Manage the design and layout of departmental communication products. Manage all internal communication platforms. Manage the provision of photographic services and the image library. Provide general management services.
- ENQUIRIES** : Ms. Amika Y Tel No: 015-295 1209, Ms. Mpe N.F Tel No: 015 294 8401 and Ms. Maphoto S.M Tel No: 015 295 116

<b><u>POST 34/273</u></b>	:	<b><u>DEPUTY DIRECTOR: GOVERNMENT FLEET REF NO: LDTCS 011/2022 (X3 POSTS)</u></b>
<b><u>SALARY</u></b>	:	R744 255.per annum (Level 11), (all-inclusive remuneration package). The inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employee Pension Fund, a medical fund and flexible portion which may be restructured in terms of applicable rules.
<b><u>CENTRE REQUIREMENTS</u></b>	:	Mopani, Capricorn, and Sekhukhune District Undergraduate qualification NQF level 6 or equivalent qualifications as recognized by South African Qualifications Authority (SAQA). A qualification in Transport Management will be an added advantage. Five (5) years' experience of which three (3) years must be at Junior Management / Assistant Director level in a related field. Valid driver's license (Except for people with disabilities). Core And Process Competencies: Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem solving and Analysis, Client Orientation and Customer focus, Communication. Knowledge And Skills: Computer Literacy, Innovative thinking and Managerial skills, Strong leadership and team building skills, Policy development skills, Decision making, Negotiation skills and Presentation skills
<b><u>DUTIES</u></b>	:	Manage Government Garage services. Manage Transport Administration services.
<b><u>ENQUIRIES</u></b>	:	Ms. Amika Y Tel No: 015-295 1209, Ms. Mpe N.F Tel No: 015 294 8401 and Ms. Maphoto S.M Tel No: 015 295 116
<b><u>POST 34/274</u></b>	:	<b><u>CHIEF PROVINCIAL INSPECTOR REF NO: LDTCS 012/2022 (X15 POSTS)</u></b>
<b><u>SALARY</u></b>	:	R477 090 per annum (Level 10)
<b><u>CENTRE</u></b>	:	Capricorn: (Dendron TS) (X1 Post) Sekhukhune: (Nebo Ts, Moutse Ts and Rathoke TCC) (X3 Posts) Vhembe: (Musina Ts, Musina Tcc, Sibasa Ts, Malamulele TS) (X4 Posts) Waterberg: (Mantsole Tcc, Mokopane Ts, Northan Ts and Groblersburg Tcc), (X4 Posts) Mopani: (Giyani Ts, Bolobedu Ts, Public Transport Unit) Districts (X3 Posts)
<b><u>REQUIREMENTS</u></b>	:	Undergraduate qualification NQF level 6 or equivalent qualifications as recognized by South African Qualifications Authority (SAQA). A recognized Road Traffic Diploma. 3-5 years of experience at supervisory level. 7-10 years working experience in the Traffic Law enforcement field. No criminal record. Valid Driver's license Core And Process Competencies: Strategic Capability and Leadership, Programme and Project Management, Change Management, Financial Management, Knowledge Management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Knowledge in Traffic Management policies, legislations, and Traffic Management regulations, Driving skills, Vehicle inspections / impoundment, Computer literacy, Good communication skills, Problem solving, Customer relationship, Records management, Resource Management, Mentor and Coaching, Service delivery.
<b><u>DUTIES</u></b>	:	Manage the implementation of operational law enforcement plan. Ensure effective and efficient leadership. Management of service delivery improvement. Manage administration systems. Management of Human Resources. Financial management. Ensure effective and efficient asset management.
<b><u>ENQUIRIES</u></b>	:	Ms. Amika Y Tel No: 015-295 1209, Ms. Mpe N.F Tel No: 015 294 8401 and Ms. Maphoto S.M Tel No: 015 295 116
<b><u>POST 34/275</u></b>	:	<b><u>ASSISTANT DIRECTOR: SUPPLY CHAIN MANAGEMENT (SCM) REF NO: LDTCS 013/2022 (X5 POSTS)</u></b>
<b><u>SALARY</u></b>	:	R382 245 per annum (Level 09)
<b><u>CENTRE</u></b>	:	Capricorn, Waterberg, Vhembe, Mopani, and Sekhukhune Districts
<b><u>REQUIREMENTS</u></b>	:	Undergraduate qualification NQF level 6 or equivalent qualifications as recognized by South African Qualifications Authority (SAQA). A qualification in Supply Chain Management will be an added advantage. 3 - 5 years' experience at supervisory level on the same or related field. Valid Driver's Licence (Except for people with disabilities). Core and Process Competencies: Strategic Capability and Leadership, Programme and Project Management, Change

- Management, Financial Management, Knowledge Management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Computer literacy, Interpersonal relations, Knowledge and understanding of the legislative framework governing the public service. PFMA, Public Service knowledge, Conflict, and problem-solving skills.
- DUTIES** : Facilitate the opening and closing of bids and quotations adverts. Check and verify quotations and bids received. Facilitate the evaluation process of quotations and bids. Prepare bid awards for publication in the Tender Bulletin and departmental website and provide feedback to End Users. Prepare, consolidate and report bid awards on a monthly and quarterly basis to Provincial Treasury and facilitate reporting of National Treasury Contract Award portal. Invite price quotations and conduct vendor performance. Render secretarial services to sub-bid committee. Manage contracts and supplier database.
- ENQUIRIES** : Ms. Amika Y Tel No: 015-295 1209, Ms. Mpe N.F Tel No: 015 294 8401 and Ms. Maphoto S.M Tel No: 015 295 116
- POST 34/276** : **ASSISTANT DIRECTOR: ASSETS & INVENTORY REF: LDTCS 014/2022 (X5 POSTS)**
- SALARY CENTRE REQUIREMENTS** : R382 245 per annum (Level 09)  
: Capricorn, Waterberg, Vhembe, Mopani, and Sekhukhune District  
: Undergraduate qualification NQF level 6 or equivalent qualifications as recognized by South African Qualifications Authority (SAQA). A qualification in Financial or Asset management will be an added advantage. 3- 5 years' experience at supervisory level on the same or related field. Valid Driver's Licence (Except for people with disabilities) Core And Process Competencies: Strategic Capability and Leadership, Programme and Project Management, Change Management, Financial Management, Knowledge Management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge and Skills: Computer literacy, Interpersonal relations, Knowledge and understanding of the legislative framework governing the Public Service. PFMA, Public Service Act, Public Service Regulations, Conflict, and problem-solving skills.
- DUTIES** : Monitor and review the capturing of all physical Assets in the physical assets management registers. Monitor and review the allocation of assets to asset holders. Oversee and review the monitoring of assets in accordance with the relevant policy and procedure. Promote correct implementation of sound assets management practices. Supervise employees to ensure sound physical assets management
- ENQUIRIES** : Ms. Amika Y Tel No: 015-295 1209, Ms. Mpe N.F Tel No: 015 294 8401 and Ms. Maphoto S.M Tel No: 015 295 116
- POST 34/277** : **ASSISTANT DIRECTOR: FINANCIAL CONTROL REF NO: LDTCS 015/2022 (X2 POSTS)**
- SALARY CENTRE REQUIREMENTS** : R382 245 per annum (Level 09)  
: Mopani and Capricorn District  
: Undergraduate qualification NQF level 6 or equivalent qualifications as recognized by South African Qualifications Authority (SAQA). A qualification in Financial Management will be an added advantage. 3- 5 years' experience at supervisory level on the same or related field. Valid Driver's Licence (Except for people with disabilities). Core and Process Competencies: Strategic Capability and Leadership, Programme and Project Management, Change Management, Financial Management, Knowledge Management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge and Skills: Computer literacy, Interpersonal relations, Knowledge of PFMA, Report writing, facilitation skills and coordination skills.
- DUTIES** : Handle revenue. Authorised revenue receipts. Handle budget issues. Control expenditure. Approve and authorise employee compensation. Approval of payment vouchers.
- ENQUIRIES** : Ms. Amika Y Tel No: 015-295 1209, Ms. Mpe N.F Tel No: 015 294 8401 and Ms. Maphoto S.M Tel No: 015 295 116
- POST 34/278** : **ASSISTANT DIRECTOR: HRM & D REF NO: LDTCS 016/2022**
- SALARY** : R382 245 per annum (Level 09)



<b><u>CENTRE REQUIREMENTS</u></b>	:	Mopani District
	:	Undergraduate qualification NQF level 6 or equivalent qualifications as recognized by South African Qualifications Authority (SAQA). A qualification in Human Resource Management / Human Resource Development will be an added advantage. 3- 5 years' experience at supervisory level on the same or related field. PERSAL certificate / literacy (please attached). Valid Driver's Licence (Except for people with disabilities). Core and Process Competencies: Strategic Capability and Leadership, Programme and Project Management, Change Management, Financial Management, Knowledge Management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Computer literacy, Knowledge of PERSAL, Financial management skills, Negotiation skills, Project management, Planning and organising skills, Policy development, Interpersonal relations, Conflict, and problem-solving skills.
<b><u>DUTIES</u></b>	:	Provide personnel provisioning and utilisation. Provide conditions of service. Provide performance management and development services. Coordinate labour relations matters.
<b><u>ENQUIRIES</u></b>	:	Ms. Amika Y Tel No: 015-295 1209, Ms. Mpe N.F Tel No: 015 294 8401 and Ms. Maphoto S.M Tel No: 015 295 116
<b><u>POST 34/279</u></b>	:	<b><u>ASSISTANT DIRECTOR: OPERATING LICENCES REF NO: LDTCS 017/2022</u></b>
<b><u>SALARY CENTRE REQUIREMENTS</u></b>	:	R382 245 per annum (Level 09)
	:	Waterberg District
	:	Undergraduate qualification NQF level 6 or equivalent qualifications as recognized by South African Qualifications Authority (SAQA). A qualification in Transport Management will be an added advantage. 3 - 5 years' experience at supervisory level on the same field or related field. Valid Driver's Licence (Except for people with disabilities). Core and Process Competencies: Strategic Capability and Leadership, Programme and Project Management, Change Management, Financial Management, Knowledge Management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Computer literacy, Knowledge of all Public Transport products and programs, Public Transport history and current situation in South Africa, Knowledge of Financial Management & PFMA, Labour relations acts, Supply chain management, Public relations, Community development studies, Interpersonal relations.
<b><u>DUTIES</u></b>	:	Monitor the registration and licensing of Public Transport and Transport Operators. Monitor resolution of Transport Operator conflicts. Ensure transport operator safety and compliance.
<b><u>ENQUIRIES</u></b>	:	Ms. Amika Y Tel No: 015-295 1209, Ms. Mpe N.F Tel No: 015 294 8401 and Ms. Maphoto S.M Tel No: 015 295 116
<b><u>POST 34/280</u></b>	:	<b><u>SENIOR PROVINCIAL INSPECTOR REF NO: LDTCS 018/2022 (X33 POSTS)</u></b>
<b><u>SALARY CENTRE</u></b>	:	R261 372 per annum (Level 07)
	:	<b>Capricorn District</b> (X13 Posts): (Lebowakgomo Ts (X1 Post), Sekgosese Ts (X3 Posts), Polokwane Ts (X3 Posts), Polokwane Tcc (X3 Posts), Public Transport Unit (X6 Posts)
	:	<b>Mopani District</b> (X8 Posts): (Tzaneen Ts (X2 Posts), Ba –Phalaborwa Ts (X2 Posts), Public Transport Unit (X4 Posts)
	:	<b>Sekhukhune District</b> (X7 Posts): (Dilokong Ts (X3 Posts), Ublc Transport Unit (X4 Posts)
	:	<b>Vhembe District</b> (X4 Posts): Sibasa Ts (X2 Posts), Public Transport Unit (X2 Posts)
	:	<b>Waterberg District</b> (X1 Post): (Groblersburg TCC)
<b><u>REQUIREMENTS</u></b>	:	Grade 12 certificate or equivalent as recognised by SAQA. Basic Traffic Diploma. A Qualification in Traffic Management will be added advantage. 3-5 years of practical experience as a Provincial Inspector. No criminal records. Valid Drivers' Licence (Except for people with disabilities). Core and Process Competencies: Strategic Capability and Leadership, Programme and Project Management, Change Management, Financial Management, Knowledge Management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Computer literacy, Knowledge and understanding of Road Traffic and Public Transport Legislations, policies

<b><u>DUTIES</u></b>	:	and regulations, Vehicle inspections and impoundment, Compilation of Law enforcement documents, Knowledge of firearm and Ammunition Act No 60 of 2000, Code of conduct, Observation skills, Driving skills, Dangerous goods. Management and supervision of subordinates (people management). Enforce Road Traffic, Public Passenger, Transport and other relevant legislations. Examine Drivers Licenses and Motor Vehicles and monitor compliance at Driver Licence Testing Centres and vehicle testing stations. Provide visible Traffic Control / Policing and promote/ ensure crime prevention activities. Perform all administrative activities and related duties. Assess road conditions. Mentor and coach Provincial Inspectors on probation and appointed PIs. Monitor resolution of transport operator conflicts. Ensure transport operator safety and compliance.
<b><u>ENQUIRIES</u></b>	:	Ms. Amika Y Tel No: 015-295 1209, Ms. Mpe N.F Tel No: 015 294 8401 and Ms. Maphoto S.M Tel No: 015 295 116
<b><u>POST 34/281</u></b>	:	<b><u>ADMINISTRATIVE OFFICER: DISABILITY ASSISTANT REF NO: LDTCS 019/2022 (X6 POSTS)</u></b>
<b><u>SALARY CENTRE</u></b>	:	R261 372 per annum (Level 07)
<b><u>REQUIREMENTS</u></b>	:	Head Office (X2 Posts) Vhembe (X2 Posts): Mopani, and Sekhukhune District Grade 12 or equivalent. Undergraduate qualification NQF level 6 or equivalent qualifications as recognized by South African Qualifications Authority (SAQA) will be an added advantage. 1-2 years of practical experience of working with blind people (Head Office, Sekhukhune, and Mopani Districts posts) and for Vhembe District posts the person must have 1-2 years' experience in dealing with people who are Deaf and be competent in sign language interpretation. Valid Driver's Licence (Except for people with disabilities). CORE And Process Competencies: Leadership, Programme and Project Management, Change Management, Problem solving and analysis, Knowledge And Skills Computer literacy, Knowledge of working with blind people, Knowledge of disability services, Interpersonal skills, Time management, Good Communication skills, Professionalism, Accuracy, Independent, Team player and patience.
<b><u>DUTIES</u></b>	:	Provide support to people with disabilities. Provide administration services.
<b><u>ENQUIRIES</u></b>	:	Ms. Amika Y Tel No: 015-295 1209, Ms. Mpe N.F Tel No: 015 294 8401 and Ms. Maphoto S.M Tel No: 015 295 116
<b><u>POST 34/282</u></b>	:	<b><u>ADMINISTRATION OFFICER: ADMINISTRATIVE &amp; NATIS TRAINING REF NO: LDTCS 020/2022 (X5 POSTS)</u></b>
<b><u>SALARY CENTRE</u></b>	:	R261 372 per annum (Level 07)
<b><u>REQUIREMENTS</u></b>	:	Vhembe (Makhado TS) Mopani (Tzaneen TS) Capricorn (Polokwane TS) Waterberg (Lephalale TS and Northam TS) District Undergraduate qualification NQF level 6 or equivalent qualifications as recognized by South African Qualifications Authority (SAQA). A minimum of three (3) years clerical experience in the same or related field. Valid Driver's Licence (Except for people with disabilities). Core and Process Competencies: Strategic Capability and Leadership, Programme and Project Management, Change Management, Financial Management, Knowledge Management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Knowledge and understanding of legislative framework governing Public Service. Computer Literacy. National Road Traffic Act. Written Communication negotiation skills. Analytical thinking skills.
<b><u>DUTIES</u></b>	:	Supervise and render registration and licensing of vehicles services. Supervise and render AARTO (Administrative Adjudication of Road Traffic Offenses) services. Supervise and render general clerical support services to NATIS. Supervise Motor Vehicle licensing and Registration: Issuing of Motor Vehicle Special licenses and Permits, Learners licenses, Driving licenses and roadworthiness Certificates. Supervise human resources/staff
<b><u>ENQUIRIES</u></b>	:	Ms. Amika Y Tel No: 015-295 1209, Ms. Mpe N.F Tel No: 015 294 8401 and Ms. Maphoto S.M Tel No: 015 295 116

<b><u>POST 34/283</u></b>	:	<b><u>CONTRAVENTION OFFICER REF NO: LDTCS 021/2022</u></b>
<b><u>SALARY</u></b>	:	R261 372 per annum (Level 07)
<b><u>CENTRE</u></b>	:	Vhembe District (Musina Traffic Station)
<b><u>REQUIREMENTS</u></b>	:	An undergraduate qualification (NQF level 6) as recognised by South African Qualification Authority (SAQA). A qualification in Financial Management will be an added advantage. A minimum of three (3) years' experience in the same or related field. A valid driver's licence (Except for people with disabilities). Knowledge And Skills: Knowledge of PFMA and Treasury regulations and related policies. Computer Literacy. Report writing skills. Conflict and problem-solving skills. Core and Process Competencies: Strategic Capability and Leadership, Programme and Project Management, Change Management, Financial Management, Knowledge Management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication.
<b><u>DUTIES</u></b>	:	Receiving and registration of summons. Collection of revenue. Place summons on court rolls. Follow up on court results. Weekly returns and daily banking.
<b><u>ENQUIRIES</u></b>	:	Ms. Amika Y Tel No: 015-295 1209, Ms. Mpe N.F Tel No: 015 294 8401 and Ms. Maphoto S.M Tel No: 015 295 116
<b><u>POST 34/284</u></b>	:	<b><u>ADMIN. CLERK: NATIS REF NO: LDTCS 022/2022 (X14 POSTS)</u></b>
<b><u>SALARY</u></b>	:	R176 310 per annum (Level 05)
<b><u>CENTRE</u></b>	:	Vhembe (Makhado Ts X2 and Sibasa T S) Mopani (Tzaneen Ts) (X2 Posts) Capricorn (Polokwane Ts) (X2 Posts) Waterberg (Lephalale Ts) (X2 Posts) Northam Ts and Mokopane Ts (X2 Posts) Sekhukhune (Moutse T S and Dikolong Ts) District
<b><u>REQUIREMENTS</u></b>	:	Grade 12 certificate or equivalent as recognised by SAQA. A qualification in Licensing or Accounting will be an added advantage. 1 - 2 years' relevant experience including experience in developmental programmes (Internship, Learnership or Work Integrated will be an added advantage). Core And Process Competencies Client orientation & Customer focus, Service Delivery Innovation, Problem solving & analysis. Knowledge and Skills: Computer literacy. Verbal and Written Communication skills. Innovative thinking.
<b><u>DUTIES</u></b>	:	Registration and licensing of vehicles. Issue drivers and learner's licenses. Issue roadworthy certificates. Issue special vehicles permits, motor trade Numbers and allocate license numbers. Administrative duties.
<b><u>ENQUIRIES</u></b>	:	Ms. Amika Y Tel No: 015-295 1209, Ms. Mpe N.F Tel No: 015 294 8401 and Ms. Maphoto S.M Tel No: 015 295 116