

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 White male / female, 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.
- CLOSING DATE** : 11 November 2022
- NOTE** : Applications must be accompanied by new Z83 form, obtainable from any Public Service Department, (or obtainable at www.gov.za). Applicants must fill in full new Z83 form part A, B, C, D and F. A recent updated comprehensive CV only (previous experience must be comprehensively detailed, i.e. positions held and dates). Applicants will submit certified copies of all qualifications and ID document on the day of the interviews. 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. All shortlisted candidates for will be subjected to undertake a technical exercise that intends to test relevant technical elements of the job; the logistics will be communicated to candidates prior to the interviews. Recommended candidates will also be required to attend a generic managerial competency assessment after the interviews also take a note that National School of Governance (NSG) has introduced compulsory SMS pre-entry certificate with effect from 01 April 2020 as Minimum Entry Requirements for Senior Management Services and can be accessed through the following link: <http://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. 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 40/122** : **ASSISTANT DIRECTOR: SUBSIDY MANAGEMENT REF NO: DOT/HRM/2022/92**
Branch: Public Transport
Chief Directorate: Public Transport Industry Development
Directorate: Contract and Subsidy Management
Sub-Directorate: Subsidy Management
- SALARY CENTRE REQUIREMENTS** : R477 090 per annum (Level 10)
: Pretoria (Head Office)
: An appropriate three-year tertiary qualification at NQF level 6 or 7 Bachelor's Degree in Transport Management/Transport Planning/Transport Economics with at least 3 years relevant experience at a supervisory level. Must meet the Department of Public Service and Administration (DPSA) requirements and directives applicable for Assistant Director Positions. Note: The following will serve as a strong recommendation: Good knowledge and experience of the public transport sector with specific focus on subsidized bus contracting. Sound knowledge of the National Land Transport Act, Public Finance Management and Division of Revenue Act, good interpersonal and people management skills, good communication skills, good computer and project management skills as well as analytical and problem-solving skills.
- DUTIES** : Assist with the management of the Public Transport Operations Grant budget in terms of the Division of Revenue Act (DORA) and Public Finance

Management Act (PFMA), assist with the implementation of Public Transport Strategy and development of high quality integrated rapid public transport network system, assist in the development and maintenance of contract and subsidy management systems to ensure compliance by provinces. Assist with the development and implementation of Public Transport Subsidy Policy and Funding Model. assist with the collation and analysis of Public Transport Operations Grant (PTOG) operational and financial data, assist with setting up of structures for the implementation of gross cost based subsidised services, assist in co-ordinating engagements between different spheres of government for the integration of public transport services, assist with compilation of reports and general office administration.

**ENQUIRIES
NOTE**

: Ms Natlo Makgolo Tel No: (012) 309 3680
 : Preference will be given to African Male, Coloured Male /Female, White Male/Female, Indian Male/Female and persons with disabilities are encouraged to apply for the position.

POST 40/123

: **RECRUITMENT AND SELECTION ASSISTANT REF NO:
DOT/HRM/2022/93**
 Administration: Office of the COO
 Chief Directorate: Human Resources Management and Development
 Directorate: Human Resources Management and Administration
 Sub-Directorate: Recruitment and Selection

**SALARY
CENTRE
REQUIREMENTS**

: R211 713 per annum (Level 06)
 : Pretoria
 : A recognised NQF Level 6/7 qualification in Human Resources Management/ Public Management/Administration with a minimum of (1) year relevant working experience in Recruitment and Selection environment. Knowledge and skills; problem solving, project management, interpersonal relationship, policy analysis & development, liaison, computer literacy, co-ordination and organising, creativity & innovation and communication.

DUTIES

: Capture applications from job applicants, assist with the arrangements and coordination of short listing, assist with the arrangements and coordination of interviews and conduct integrity checks (Pre-employment security screening and Verification of qualifications).

**ENQUIRIES
NOTE**

: Ms Neo Mogotlana Tel No: (012) 309 3912
 : Preference will be given to African Male, Coloured Male /Female, White Male, Indian Male /Female and persons with disabilities are encouraged to apply for the position.