

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 : 15 June 2023

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 (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.

ERRATUM: Administrative Officer Ref No: DOT/HRM/2023/21. Please note that the above-mentioned post which was advertised on Department of Public Service Vacancy Circular 13 dated 14 April 2023 with the closing date of 05 May 2023. The Centre for this post is Cape Town and not Pretoria. Director: Cluster Coordination with Ref No: DOT/HRM/2023/25. Please note that the above-mentioned post which was advertised on Department of Public Service Vacancy Circular 14 21 April 2023 with the closing date of 12 May 2023. Please note that the DUTIES for this post are as follows: Oversee cluster participation and performance of the Department. Manage and co-ordinate DOT participation and inputs into the cluster processes. Receive and refer documentation to relevant managers in the Department. Keep track of documents /referrals to the line function management and follow up on urgent matters. Monitor and evaluate the performance of programmes in relation to the Government's Programme of Action (POA) reporting cycle for the Economic Sectors, Investment, Employment and Infrastructure Development (ESIEID) Cluster. Manage and co-ordinate DOT participation and inputs into the cluster processes. Collate inputs and reports for all FOSAD (Forum of South Africa Directors-General) Clusters. Facilitate the development of strategic priorities for DOT in liaison with DOT workstream to be driven within the Economic Sectors, Investment, Employment and Infrastructure Development (ESIEID) Cluster and other FOSAD Clusters that DOT participates in (e.g. Justice, Crime Prevention & Security (JCPS) International Cooperation, Trade and Security (ICTS). Manage follow-ups on matters that have a bearing on Cluster, FOSAD — MANCO decisions. Co-ordinate the allocation and dissemination of information with respect to Cluster decisions.

Manage and coordinate the implementation of Cabinet Resolutions. Develop decision matrix on matters arising from cabinet resolutions. Develop a Cabinet Memoranda schedule and ensure adherence to the timelines. Ensure implementation of all cabinet decisions and their implication to DOT. Prepare resolution reports for EXCO and To Management. Manage the provision of administrative support to ODG on Cabinet matters. Participate in project teams to achieve a multi-disciplinary approach to meet set objectives of the Department. Manage and control the Directorate. Closing date only on these two posts has been extended to 02 June 2023. For enquiries contact Mr Herman Seleke Tel No: (012) 309 3886.

MANAGEMENT ECHELON

- POST 17/93** : **DIRECTOR: ROAD SAFETY PROGRAMMES REF NO: DOT/HRM/2023/28**
 Branch: Road Transport
 Chief Directorate: Road Regulations
 Directorate: Road Safety Programmes
- SALARY** : R1 105 383 per annum (Level 13), (all-inclusive salary package) of which 30% can be structured according to individual needs.
- CENTRE REQUIREMENTS** : Pretoria (Head Office)
 : An undergraduate NQF level 7 qualification as recognised by SAQA in Transport Engineering, Transport Planning, Transport Economics with a minimum working experience of 5 years at a middle management level within the road safety / roads environment. Certificate of Successful completion of the National School of Government's Senior Management Service Pre-Entry Programme. Knowledge And Skills: The following will serve as recommendations: Knowledge and understanding of policies and strategies pertaining to road safety. An understanding of intergovernmental relations. Good Interpersonal skills. Analytical and problem solving skills. Excellent presentation skills. Compilation of management reports. Public Finance Management Act. Willingness to travel and work beyond normal working hours. Communication: (verbal and written) English above average.
- DUTIES** : Research and benchmark road safety policies and road safety strategies. Manage the development of road safety policies in line with the pillars of road safety .Consult with stakeholders and role-players on the reviewing and development of road safety policies. Manage the development of the Road Safety programmes in conjunction with stakeholders. Manage the coordination of the implementation of the 365 Days Road Safety Program Develop and manage road safety partnerships within the SADC, AU, local and International Community and Stakeholders. Ensure the dissemination of road safety information. Conduct market research to determine market requirements to improve existing and future road safety services and programmes. Develop various educational material for conducting awareness programmes and promotion of road safety. Coordinate the establishment of Road Safety Committees, National Road Safety Council and Provincial and Local Authority Road Safety Councils. Coordinate the establishment of Road Safety consultative forums within the Republic. Participate in Road Safety consultative forums, and the roll-out and implementation of road safety programmes and interventions. Manage and control the Directorate.
- ENQUIRIES NOTE** : Adv Johannes Makgatho Tel No: (012) 309 3280
 : Preference will be given to African Male/Female, Coloured Male/Female, White Male/Female and persons with disabilities are encouraged to apply for the position.

OTHER POSTS

- POST 17/94** : **DEPUTY DIRECTOR: POLICY AND LEGISLATION MAINTENANCE REF NO: DOT/HRM/2023/31**
 Branch: Public Transport
 Chief Directorate: Public Transport Regulation
 Directorate: Policy and Legislation
 Sub Directorate: Policy and Legislation Maintenance
- SALARY** : R958 824 per annum (Level 12), (all-inclusive salary package) of which 30% can be structured according to individual needs.
- CENTRE** : Pretoria

<u>REQUIREMENT</u>	:	An undergraduate NQF level 6 qualification as recognised by SAQA in Law with 3 years relevant experience at a junior management or Assistant Director level in Transport and drafting Legislation and or regulations. Knowledge and Skills: Knowledge and understanding of the National Land Transport Act, the NLTA regulations and related legal statutes, drafting of legislation and or regulations, Knowledge of the legal process of developing a legislation and policy, project management skills, sound knowledge of the PFMA and the treasury regulations and a working knowledge on public transport.
<u>DUTIES</u>	:	The successful candidate will be responsible for Managing the maintenance of public transport legislation and regulations and managing the implementation thereof. Develop policies and legislation in support of public transport strategies, Review, development and amendment of the Land Transport Legislation, drive legislation and amendments through the parliamentary process, develop business process for various aspects of the act, manage the implementation of the Act at Provincial and Local sphere. Develop the regulation of the Land Transport Legislation, review, develop and amend the regulations in terms of the National Land transport Act (NLTA), oversee and implement the gazetted regulations, develop practice notes, guidelines and directives in terms of the NLTA, manage the review of legislation and manage amendments. Provide capacity building and promote the provisions of the Act, develop and implement capacity building programmes, develop a simplified brochure for capacity building, organise and hold road shows on legislation and regulations respond to queries and questions from stakeholders and address issues related to the interpretation of the Act. Monitor and evaluate the effectiveness of policy and legislation, co-develop Standard Operating Procedures to guide regulatory institutions on the implementation of the provisions of the Act, produce guidelines where necessary to ensure common understanding and implementation, maintain constant engagement with the stake holders and other organs of state. Participate in project teams to achieve a multi-disciplinary approach to meet set objectives of the Department, manage planning and or implementation of projects, develop the definition of project missions, vision, goals, tasks and resource requirements, develop methods to monitor projects or area progress and provide corrective solutions if necessary, manage project resources, project budget and resource allocations, work cross functionally to solve problems and implement changes, oversee project progress reporting. Manage the Sub-directorate, assist with compiling the budget of the directorate, manage the assets of the Sub-directorate, provide guidance to staff, ensure performance management of staff and assist with compiling the Strategic and Annual Reports of the Directorate.
<u>ENQUIRIES</u>	:	Mr Muzi Simalane Tel No: (012) 309 3002
<u>NOTE</u>	:	Preference will be given to African Male, Coloured Male /Female, White Male/Female, Indian Male and persons with disabilities are encouraged to apply for the position.
<u>POST 17/95</u>	:	<u>ASSISTANT DIRECTOR: RURAL ROADS MANAGEMENT REF NO: DOT/HRM/2023/32</u> Branch: Roads Chief Directorate: Roads Infrastructure and Industry Development Directorate: Roads Infrastructure Planning Sub Directorate: Rural Roads Management
<u>SALARY</u>	:	R527 298 per annum (Level 10)
<u>CENTRE</u>	:	Pretoria
<u>REQUIREMENTS</u>	:	An appropriate NQF Level 6 qualification as recognised by SAQA in Civil Engineering/ Transport Planning/ Town and Regional Planning with 3 years work experience at a supervisory level or practitioner level with respect to planning in the road infrastructure and road maintenance environment field. Knowledge and Skills: knowledge of the road infrastructure industry, technical skills on road infrastructure planning, construction and maintenance, computer skills in Excel, PowerPoint and GIS.
<u>DUTIES</u>	:	The successful candidate will be responsible for developing, updating and implementing the rural roads development strategy and programme. Undertake roads assessment and contributing to infrastructure components of rural municipalities IDP's roads projects (preparation of the master plan for rural roads) to ensure full connectivity to all rural areas and towns. Monitor implementation of Access Roads Development Plan, Develop and Maintain rural road infrastructure database (Rural Transport Atlas), participate in rural

municipality Integrated Development Planning (IDP) forums and contribute on rural transport development when necessary, provide support to provinces in the developing of rural transport strategies. Coordinate rural roads infrastructure projects, facilitate and coordinate rural roads presidential projects, provide support to presidential and ministerial special projects including Vala Zonke programme, facilitate stakeholder participation in rural roads infrastructure projects, handle roads infrastructure related queries and parliamentary questions. Develop and manage intergovernmental coordinating mechanism for effective roads delivery at the municipal sphere and horizontally (DOT/COGTA/NT/SALGA), develop coordinate a framework across national government that will guide rural road infrastructure investment in rural areas, provide support to Municipalities and Municipal Infrastructure support agent (MISA) on Municipal and rural roads programmes, establish and manage rural roads coordinating committees. Monitor and evaluate rural roads development programme, facilitate the implementation of rural transport demonstration (anchor) projects, monitor the implementation of Shamba Sonke programme, monitor and evaluate rural transport development programmes, provide support on national, provincial, and local levels regarding the planning, construction, maintenance, monitoring and evaluation of roads infrastructure. Participate in project teams to achieve a multi-disciplinary approach to meet set objectives of the Department, participate in the planning and or implementation of cross functional projects, participate in development of the definition of the project missions, goals, tasks and resources requirements, research and identify methods to monitor projects and apply, manage project resources, project budget and resource allocations, work cross functionally to solve problems and implement changes, manage project progress reporting. Manage the resources of the section, develop operational standards and ensure the attainability and sustainability, monitor and ensure effective efficient co-ordination of activities, provide input into budget of the directorate, plan organise and control activities pertaining to the component, manage the assets of the sub directorate and compile, maintain and monitor the sub-directorate's strategic, annual performance plan/ operational plans.

ENQUIRIES

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Mr Whity Maphakela Tel No: (012) 309 3519

NOTE

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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.