

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.
- CLOSING DATE** : 14 July 2023
- 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), Certified copies of Identity Document, Grade 12 Certificate and the highest required qualifications as well as a driver's licence where necessary, will only be submitted by shortlisted candidates to Human Resources on or before the day of the interview date. 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. 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. 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. Furthermore, these posts are being re-advertised and candidates who applied previously must re-apply if they're still interested in the posts.
- ERRATUM:** Chief Director: Maritime Infrastructure and Industry Development with Ref: No: DOT/HRM/2022/16. The following note applies to the above-mentioned post advertised in the Public Service Vacancy Circular 18 dated 26 May 2023. Please note that the post has been withdrawn. We apologize for any inconvenience caused.

OTHER POSTS

- POST 21/103** : **ASSISTANT DIRECTOR: SUBSIDY MANAGEMENT REF NO: DOT/HRM/2023/38**
(Branch: Public Transport)
(Chief Directorate: Public Transport Industry Development)
(Directorate: Contract and Subsidy Management)
(Sub-Directorate: Subsidy Management)
This is a re-advertisement, candidates who previously applied are encourage to re-apply
- SALARY CENTRE REQUIREMENTS** : R527 298 per annum (Level 10)
: Pretoria (Head Office)
: An appropriate three-year tertiary qualification at NQF level 6 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 21/104** : **SECURITY OFFICERS REF NO: DOT/HRM/2023/39 (X2 POSTS)**
(Branch: Administration (Chief Operating Officer)
(Chief Directorate: Corporate Management)
(Directorate: Security Services)
- SALARY CENTRE REQUIREMENTS** : R202 233 per annum (Level 05)
: Pretoria
: National Senior Certificate / Grade 12. Grade 'C' PSIRA accredited certificate. National Certificate in security management will be added advantage. One (1) year experience within security industry. Knowledge and skills: Knowledge of Control of Access to Public Premises and Vehicle Act and other relevant legislations; Computer literacy will be added advantage; Good planning, organizing and coordinating skills; Good communication and interpersonal skills; Ability to work under pressure. NB: This is a shift work position and applicants must be prepared to work shifts as per operational requirements of the employer.
- DUTIES** : The incumbent will be responsible for: Rendering access control services which entails: issuing of access cards, ensuring that visitors are escorted while in the building, subjecting employees and visitors and their luggage to electronic search through metal detectors and x-ray machines; Provide statistical reports with regard to access control activities; Provide effective control room operations and electronic security system monitoring, monitor all security electronic security systems at control room, Check for the operation of all electronic systems during one's shifts; Dispatch patrolling security officers to respond to detected security breaches and irregularities; Record all security breaches detected and actions initiated. Provide general guarding and patrolling security services; Conduct inspections inside and outside the building and record all security breaches and irregularities discovered; Conduct office inspections to check compliance with office security; Remove all vulnerable assets abandoned in risky areas and safely keep them in safe custody. Monitor, report and investigate security breaches; Report all security breaches; Monitor, record and investigate all incidents; Provide assistance during events.
- ENQUIRIES NOTE** : Mr. S Dube Tel No: (012) 309 3882
: 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.