

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.

<u>APPLICATIONS</u>	:	Department of Transport, Private Bag X193, Pretoria, 0001 or hand deliver at the 159 Forum Building, Cnr Struben and Bosman Street, Pretoria
<u>FOR ATTENTION</u>	:	Recruitment Unit. Room 4034.
<u>CLOSING DATE</u>	:	06 October 2023
<u>NOTE</u>	:	Applications must be accompanied by a completed 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, and D. 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 (submitted prior to appointment) 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.

MANAGEMENT ECHELON

<u>POST 32/94</u>	:	<u>DIRECTOR: ROAD RESEARCH, POLICY, STANDARDS AND GUIDELINES</u> <u>REF NO: DOT/HRM/2023/61</u> Branch: Road Transport Chief Directorate: Road Engineering Standards Directorate: Road Research, Policy, Standards and Guidelines
<u>SALARY</u>	:	R1 162 200 per annum (Level 13), (all-inclusive salary package) of which 30% can be structured according to individual needs
<u>CENTRE</u>	:	Pretoria
<u>REQUIREMENT</u>	:	An undergraduate NQF Level 7 qualification as recognised by SAQA in Civil Engineering with 6 — 10 years' experience in the road infrastructure development field of which 5 years must be at Middle Management level. Registered with ECSA as a Professional Engineer or Engineering Technologist. Certificate of Successful completion of the National School of Government's Senior Management Service Pre-Entry Programme. Knowledge and Skills: A sound knowledge and experience in the development of the road infrastructure standards and guidelines. Knowledge and understanding of the guidelines and specifications relevant to civil engineering in South Africa. Extensive knowledge and understanding of the road infrastructure

development and roads supervision. Knowledge and understanding of the importance of community development programs and participation. Working knowledge of PFMA, MMFA, Treasury Regulations and GIAMA. Verbal & Written communication - English - above average. Computer literacy — above average. Governance related to information. Research and Policy experience. Procurement experience & Project Management. Compilation of management and technical reports and proposals.

DUTIES : Conduct research, develop and update policy related strategies for roads development, management, delivery and environmental management. Investigate and benchmark, plan and manage road delivery programmes for municipal, provincial and national roads. Establish systems to monitor and evaluate the effective implementation and compliance with norms, standards and guidelines. Participate in project teams to achieve a multi-disciplinary approach to meet set objectives of the Department. Manage and control the Directorate.

ENQUIRIES : Mr Chris Hlabisa Tel No: (012) 309 3170
NOTE : Preference will be given to African Male/Female, Coloured Male /Female, White Male, Indian Female and persons with disabilities are encouraged to apply for the position.

OTHER POSTS

POST 32/95 : **DEPUTY DIRECTOR: ROAD ACCIDENT AND INCIDENT INVESTIGATION REF NO: DOT/HRM/2023/62**
 Branch: Road Transport
 Chief Directorate: Road Transport Regulation
 Directorate: Road Traffic Legislation and Standards Regulation
 Sub Directorate: Road Accident and Incident Investigations

SALARY : R958 824 per annum (Level 12), (all-inclusive salary package) of which 30% can be structured according to individual needs

CENTRE : Pretoria
REQUIREMENT : An undergraduate NQF level 6 qualification as recognised by SAQA in Mechanical Engineering / Civil Engineering / Built Environment with 5 years relevant experience a Junior Management or Assistant Director level in Road Traffic Legislation and Standard field. Knowledge and Skills: Knowledge and understanding of the development of South African National Standards (SANS) and its processes. Knowledge and experience in road traffic-related matters. Knowledge of the National Road Traffic Act and its regulations. Knowledge of the National Road Traffic Act, 1996 (Act No.93 of 1996). Knowledge and understanding of the Public Finance Management Act (PFMA). Communication- Verbal & Written communication - English - above average.

DUTIES : Develop appropriate legislation and regulate the standardisation of accident investigation in conjunction with stakeholders. Audit the level of compliance to the relevant standards and procedures. Keep a database of all ma-or accidents and determine the trends. Monitor the implementation of recommendations on accident investigations and report results through structures. Regulate and coordinate the standardisation of Road Incident Management on all incident scenes in the country. Manage the resources of the Sub-directorate.

ENQUIRIES : Mr John Motsatsing Tel No: (012) 309 3574
NOTE : Preference will be given to African Male, Coloured Male /Female, White Male and persons with disabilities are encouraged to apply for the position.

POST 32/96 : **DEPUTY DIRECTOR: MANUFACTURERS IMPORTERS AND BUILDERS REF NO: DOT/HRM/2023/63**
 Branch: Road Transport
 Chief Directorate: Road Transport Regulation
 Directorate: Compliance
 Sub Directorate: Manufacturers Importers and Builders

SALARY : R958 824 per annum (Level 12), (all-inclusive salary package) of which 30% can be structured according to individual needs.

CENTRE : Pretoria

<u>REQUIREMENTS</u>	:	An undergraduate NQF Level 6 qualification as recognised by SAQA in Civil Engineering / Built Environment / Transport and Logistics Management with 5 years' experience in the road transport regulation environment of which 3 years' experience must be at a Junior Management or Assistant Director level. Knowledge and Skills: Extensive NaTIS (National Traffic Information System) experience in at least the vehicle and MIB modules. Knowledge and interpretation of the National Road Traffic Act and Regulations Forensic Audit skills. Advanced word processor, spreadsheet and presentation skills. Advanced financial recording and administration skills Computer literacy. Communication- Verbal & Written communication - English - above average - Governance related to information.
<u>DUTIES</u>	:	Oversee the Inspectorate for Manufacturers Importers and Builders as prescribed in the National Road Traffic Act, Act 93 of 1996. Perform system audits on NaTIS to detect and report fraud and corruption. Manage policies and procedures with regard to abnormal loads. Participate in project teams to achieve a multi-disciplinary approach to meet set objectives of the Department. Manage the resources of the sub-directorate.
<u>ENQUIRIES</u>	:	Ms Laetitia Botma Tel No: (012) 309 3763
<u>NOTE</u>	:	Preference will be given to African Male, Coloured Male /Female, White Male and persons with disabilities are encouraged to apply for the position.
<u>POST 32/97</u>	:	<u>ASSISTANT DIRECTOR: ROAD SAFETY PROGRAMMES REF NO: DOT/HRM/2023/64</u> Branch: Road Transport Chief Directorate: Road Transport Regulation Directorate: Road Safety Promotion Sub Directorate: Road Safety Programmes
<u>SALARY</u>	:	R527 298 per annum (Level 10)
<u>CENTRE</u>	:	Pretoria
<u>REQUIREMENTS</u>	:	An appropriate NQF Level 6 qualification in Road Safety Management /Education / Transport Management with 3 years' experience at a supervisory or practitioner level in the transport regulations or road safety environment. Knowledge And Skills: Knowledge of National Road Safety Strategy (NRSS) and National Road Traffic Act and Regulation. Knowledge and understanding of intergovernmental relations. Report writing skills, Presentation skill and Administration Skill. Computer literacy. Verbal and written communication and Governance related to information. Complies and manage budget, cash flow, institute risk management and administers tender procurement process in accordance with generally recognised financial practices in order to ensure the achievement of strategic organisational objectives. Plans, manages, monitors and evaluates specific activities in order to deliver the desired outputs and outcomes (project Planning, Evaluation and Reporting. Manage and encourages people, optimises their outputs and effectively managers relationships in order to achieve organisational goals. Willing and able to deliver service effectively and efficiently in order to put the spirit of customer service (Batho Pele) into practice.
<u>DUTIES</u>	:	Facilitate the development of Road Safety Policy. Provide support in the implementation of reviewed Road Safety Strategy. Disseminate Road Safety Information. Provide support in establishment and coordination of Road Safety Consultative Structures. Manage the resources of the section.
<u>ENQUIRY</u>	:	Ms Bonkekile Zwane Tel No: (012) 309 3252
<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 32/98</u>	:	<u>ASSISTANT DIRECTOR: ROAD INFRASTRUCTURE SAFETY AUDITS AND QUALITY ASSURANCE REF NO: DOT/HRM/2023/65</u> Branch: Road Transport Chief Directorate: Engineering Standards Directorate: Road Asset and Quality Management Sub Directorate: Road Infrastructure Safety Audits and Quality Assurance
<u>SALARY</u>	:	R527 298 per annum (Level 10)

<u>CENTRE REQUIREMENTS</u>	: Pretoria : An appropriate NQF Level 6 qualification as recognised by SAQA in Civil Engineering /Transport Planning with 3 year's work experience at supervisory or practitioner level in a built environment field. Registered with ECSA relevant professional body. Drivers license required. Knowledge And Skills: Knowledge and understanding of Engineering Standards. Background and understanding of Engineering Standards. Compilation of management report PFMA, Report written skills and Presentation skills. Verbal and written communication, Computer literacy and Governance related to information. Compile and manages budes, controls cash flow, institutes risk management and administers tender procurement process in accordance with generally recognised financial practice in order to ensure the achievement of strategic organisational objective. Provide a vision, sets the direction for the component / unit and inspires other to plan, execute, deliver and report on the organisational mandate. Manage and encourage, monitors and evaluation specific activities in order to deliver the desired outputs and outcomes (Project Planning, Evaluation and Reporting) Willing and able to deliver service effectively and efficiently in order to put the spirit of customer services (Batho Pele) into practice.
<u>DUTIES</u>	: Coordinate a safety audit strategy and framework with all key role-players and stakeholders. Monitor the implement of infrastructure safety audits. Monitor road quality assurance. Participate in project teams to achieve a multi-disciplinary approach to meet set objectives of the Department. Manage the Sub-Directorate.
<u>ENQUIRY NOTE</u>	: Mr Mkhumbuzi Turwana Tel No: (012) 309 3618 : 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 32/99</u>	: <u>ASSISTANT DIRECTOR: INTERNAL FINANCIAL CONTROL REF NO: DOT/HRM/2023/66</u> Branch: Chief Financial Officer Chief Directorate: Budgeting and Compliance Sub-Directorate: Compliance and Internal Financial Control
<u>SALARY CENTRE REQUIREMENTS</u>	: R424 104 per annum (Level 09) : Pretoria : An NQF Level 6 qualification in Finance / Accounting Auditing with 3 years' experience at a supervisory or practitioner level in finance. Knowledge And Skills: Knowledge of the PFMA and Treasury Regulation. Ability to analyse and synthesise information. Internal Control Framework. Interpersonal skills. Planning and organizational skills. Research and Presentation skills. Computer literacy. Verbal and written communication. Governance related to information. Compiles and manages budget, controls cash flows, institutes risk management and administers tender procurement process in accordance with generally recognised financial practices in order to insure the achievement of strategic organisational objectives. Provide a vision, sets the direction for the component /unit and inspires other to plan, execute, deliver and report on the organisational mandate. Manages and encourages, people, optimise their outputs and effectively managers relationships in order to achieve organisational goals. Plan, manages, monitors and evaluates specific activities in order to deliver the desired outputs and outcomes (Project Planning, Evaluation and Reporting). Willing to deliver service services effectively and efficiently in order to put the spirit of customer service (Batho Pele) into practice. Initiates, supports and champions organisational transformational and change in order to successfully implement new initiatives and on service delivery commitment successfully implement new initiatives and deliver on service delivery commitment.
<u>DUTIES</u>	: Manage the internal checking process. Manage the safekeeping of batches. Review the internal and external audit queries. Manage the Loss Control Process. Manage the resources of batches.
<u>ENQUIRIES NOTE</u>	: Ms Grace Mogaladi Tel No: (012) 309 3791 : 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 32/100 : **ASSISTANT DIRECTOR: PUBLIC ENTITY PERFORMANCE AND COMPLIANCE REF NO: DOT/HRM/2023/67**
Branch: Office of the Director General
Chief Directorate: Public Entity Oversight
Directorate: Roads Public Entity Oversight
Sub-Directorate: Roads Public Entity Oversight

SALARY : R424 104 per annum (Level 09)
CENTRE : Pretoria
REQUIREMENTS : An undergraduate NGF level 6 qualification as recognised by SAQA in Financial Management/ BCom in Accounting/ Transport Economics/ Economics with 3 years relevant experience at a supervisory or practitioner level in a corporate governance or state-owned enterprise oversight environment. Knowledge and Skills: Legislative and policy prescripts relevant to the Department and its SOEs, Corporate governance as it applies and private sector, Project Management, strategic planning and risk management, Knowledge and understanding of the Public Finance Management Act(PFMA), National Treasury Regulations and other relevant legislation and policies relevant to the public entities, understanding of corporate governance processes, the facilitation of appointments for Boards or Councils or public entities, and the coordination of entities' strategic and annual performance plans, Knowledge and understanding of monitoring the performance of public entities, Knowledge and data analysis, financial and non-financial report writing, Policy formulation and evaluation, Communication; Verbal and Written communication. Financial Management; Compile and manage budgets, control cash flow, institute risk management. Strategic Capability and Leadership, provides a vision, sets the direction for the component/ unit that inspires others to plan. People Management, Project Management and Empowerment, Project/ Programme Management, Client Orientation and Customer Focus.

DUTIES : To monitor and evaluate the performance and compliance of public entities, Conduct the monitoring of performance of the DoT Entities as stated in the Annual performance Plans, Corporate Plan, Strategic and Shareholder's Compact. Monitor and evaluate performance of Dot Entities as stated in the planning documents. Monitor compliance with PFMA and/or agency enabling legislations, regulations and policies. Manage stakeholder relationships.

ENQUIRIES : Ms Lerato Nonyana Tel No: (012) 309 3000
NOTE : 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.