

**PROVINCIAL ADMINISTRATION: KWAZULU-NATAL
OFFICE OF THE PREMIER**

The KwaZulu-Natal Office of the Premier (OTP) is an equal opportunity; affirmative action employer and it is its intention to promote representivity in the Public Sector through the filling of this post. Persons whose transfer/promotion/appointment will promote representivity are encouraged to apply, particularly persons with disabilities and women interested in senior management positions. An indication of such, in this regard will be vital in the processing of applications.

APPLICATIONS

: NB: Kindly note that the Department provides for four methods of submitting a job application, namely: Post, online e-Recruitment system, hand delivery and email. Applicants are urged to choose/ utilise one of the methods provided above. You may forward your application, quoting reference, addressed to: The Acting Director-General, KwaZulu-Natal Office of the Premier, Private Bag X9037, Pietermaritzburg, 3200 or hand delivered to: The Acting Chief Director: Corporate Services, Office of the Premier, 1st Floor, Invesco Centre, 16 Chatterton Road, Pietermaritzburg, 3201 and marked for the attention of the Acting Director-General.

Another option is to submit application through email as a single scanned document/ One PDF attachment to the email addresses specified for each position. (Kindly note that the emailed applications and attachments should not exceed 15mb). NB: It is the sole responsibility of an applicant to ensure that their application reaches the Department on or before the set deadline.

**CLOSING DATE
NOTE**

: 12 December 2025 at 16h15 (Walk-in) 23h59 (online).

: Applications must be submitted on the recent Z83 application form which came into effect from 01 January 2021 as issued by the Minister of Public Service Administration in line with regulation 10 of the Public Service Regulations, 2016 as amended, which is obtainable online from www.gov.za and www.dpsa.gov.za. All sections of the Z83 must be completed (In full, accurately, legibly, honestly, initialled, signed and dated), and accompanied by a comprehensive/ detailed Curriculum Vitae only. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. Certified copies of qualifications and other relevant documents will be required from shortlisted candidates only on or before the day of the interview. The Curriculum Vitae must have at least three (3) reference persons and their contacts. Failure to provide accurate information on a job application as well as incomplete information will result in a disqualification. Job applicants in possession of a foreign qualification(s), must also provide an evaluation certificate obtainable from the South African Qualification Authority (SAQA). If an invitation for an interview is not received within three (3) months after the closing date, please regard your application as unsuccessful. Requirements stated on the advertised posts are minimum inherent requirements; therefore, criteria for shortlisting will depend on the proficiency of the applications received. Shortlisted candidates will be assessed through practical exercise and an oral interview. Applicants must note that personnel suitability checks (PSC) will be conducted on the short-listed applicants, therefore shortlisted applicants will be required to give consent in terms of the POPI Act in order for the Department to conduct this exercise. PSC includes security screening and vetting, qualification verification, criminal records and financial records checks. Applicants who do not comply with the above-mentioned requirements, as well as application received after the closing date will not be considered. If an applicant wishes to withdraw an application, He/ She must do so in writing. It is also important to note that the Department reserves the right not to fill any advertised post at any stage of the recruitment process. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment.

MANAGEMENT ECHELON**POST 43/149**

: **DIRECTOR-GENERAL REF NO: 022022/11/2025**
(5 years fixed-term contract)

SALARY

: R2 352 642 per annum (Level 16), (all-inclusive package)

<u>CENTRE</u>	:	Head Office, Pietermaritzburg
<u>REQUIREMENTS</u>	:	An appropriate postgraduate qualification (NQF level 8) in Public Administration/Public Management / Social Sciences and/or Leadership, as recognized by the South African Qualifications Authority (SAQA) Minimum of 10 years experience at a senior management level. Computer Literacy. Pre-Entry Certificate for SMS (Nyukela) submitted prior to appointment. A Valid driver's license. An appropriate NQF level 9 qualification will serve as an added advantage. Plus the following key competencies: Knowledge of: Strong strategic capabilities as well as leadership Extensive knowledge and understanding of national and provincial legislation Sound knowledge and understanding of government economic policies. Ability to engage leaders in government, businesses and labour at high level. Experience in working with organized labour and unions. Facilitation and organizing skills Good negotiation skills. Experience in running a large organization as well as interacting with senior officials/human resources within and outside the country. Knowledge of Constitution of South Africa, Public Service Act, Public Service Regulations, Labour Relations act, Public Finance Management Act, Treasury Regulations Knowledge, interpretation and Application of all Legislative Framework/ Policies Project Management Skills Financial Management Skills Strategic Management Skills and Planning Skills People Management and empowerment skills Analytical, creative and innovative thinking skills.
<u>DUTIES</u>	:	Provide strategic direction and perform all functions and responsibilities attached to the post of the Head of the Provincial Administration and Head of Department for the Office of the Premier, in terms of the Public Service Act and Public Service Regulations. Perform all functions as both Head of Department and Accounting Officer of the Department of the Office of the Premier KwaZulu-Natal, as stipulated in the Public Finance Management Act, 1999, Treasury Regulations and Public Service Act, 1994, as amended. Perform secretariat duties to the Executive Council (Cabinet) of the KwaZulu-Natal Provincial Government Provide the Premier with sufficient support, information and advice to enable the Premier to execute his responsibilities and other responsibilities as may be directed in line with the existing legislation framework Lead and manage Premier's key programmes, namely Stakeholder Coordination, Institutional Development and Integrity Management, Provincial Strategic Management, and Corporate Management Services. Provide leadership, development and preparation of the strategic plan in line with the key priorities of the province as well as to ensure that the performance and operations of the Provincial Government and Office of the Premier are coordinated effectively and efficiently Ensure the coordination of an effective implementation of departmental policies, programmes and projects in line with National, Provincial and Departmental priorities.
<u>ENQUIRIES</u>	:	Ms N.Z. Chili Tel No: (033) 307 0846
<u>APPLICATIONS</u>	:	Email to recruitment@kznpremier.gov.za / www.kznonline.gov.za/kznjobs
<u>NOTE</u>	:	Females from all races, Indian, Coloured and White males are encouraged to apply. Candidates will undergo a practical, technical exercise and integrity assessments.

DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE

<u>APPLICATIONS</u>	:	Direct your application quoting the reference number of the post you are applying for and the name of the publication in which you saw the advertisement to The Director: Human Resource Management Department of Public Works, Private Bag X9142, Pietermaritzburg, 3200. Alternatively, applications can be delivered to 191 Prince Alfred Street, Pietermaritzburg. Applicants are encouraged to apply for posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs . Applicants can submit their Z83 and CV online. Applicants may also visit any one of our Designated Online Application Centre's (DOACS) where our friendly staff will assist you with applying online or receiving your hardcopy application. You can find the list of Designated Online Application Centers (DOACS) at www.kznonline.gov.za/kznjobs ."
<u>FOR ATTENTION</u>	:	Mrs ZJ Hlongwane
<u>CLOSING DATE</u>	:	12 December 2025
<u>NOTE</u>	:	Directions To Candidates Note to applicants: The Provincial Administration of KwaZulu-Natal is an equal opportunity, affirmative action employer and Women and people with disabilities are encouraged to apply. Applications must be submitted individually on the prescribed new approved Z83 form, the form is

available from the website www.kznworks.gov.za or can be obtainable from any Public Service department, and must be accompanied by a comprehensive Curriculum Vitae (CV). Certified copies of supporting documents need not accompany your application and CV, as these will be requested from shortlisted candidates only. Faxed or electronic copies will not be considered. Candidates are urged to view the guidelines available to all prospective candidates applying for vacant position on the departmental website before completing applications for posts. Direct your application quoting the reference number of the post you are applying for and the name of the publication in which you saw the advertisement to Candidates are also advised not to send their applications through registered mail, as the Department will not take responsibility for non-collection thereof. It is the applicants' responsibility to have foreign qualifications assessment for equivalent by the South African Qualifications Authority (SAQA). Applications that do not comply with the above-mentioned instructions will be disqualified. Please note that the Department reserves the right not to fill the post. Recommended candidate's personal information will be subject to vetting prior to an offer of appointment being made. Candidates are expected to be available on the date set for the interviews or they may be disqualified. Should you not have been contacted by this office within 3 months of the closing date of the advertisement, kindly consider your application being unsuccessful. Please note that further communication shall be restricted to those candidates who will have been shortlisted. The appointed candidate shall be required to sign a performance agreement. Please note that reference checks and/or confirmation of employment will be done with the current employer and candidates are advised to include references from the current employment to facilitate this. The filling of this post will be guided by the Department's Employment Equity targets. Please note that requests for higher salaries will not be entertained for the advertised posts, however it may only be considered for posts falling within the Occupational Specific Dispensation (OSD) subject to the existing provisions. Candidates applying for advertised posts in the Department, will be deemed to have granted consent to their personal information being used to determine suitability in terms of the POPIA Act, 4 of 2013. Please note that employment verifications shall be undertaken for all experience which has been recognized for shortlisting purposes, experience in the public service will need to be supported with a signed job description and PERSAL service record history and experience from the private sector needs to be supported by a certificate of service confirming the name of company, position held, periods of employment and duties performed. Experience that cannot be verified will result in the applicant being disqualified.

OTHER POST

<u>POST 43/150</u>	:	<u>DEPUTY DIRECTOR: BUDGET AND ACCOUNTING SERVICES REF NO: DD/BAS/HO-112025</u>
<u>SALARY</u>	:	R896 436 per annum (Level 11), (all-inclusive package) to be structured in accordance with the rules for Middle Management Services (MMS)
<u>CENTRE REQUIREMENTS</u>	:	Head Office, Pietermaritzburg
	:	A relevant tertiary qualification in Financial Management at NQF level 7 with a minimum of three (3) years relevant experience in management accounting at junior management level (ASD). Computer literacy in the office software packages namely Word, Excel, PowerPoint and Outlook. A valid driver's licence.
<u>DUTIES</u>	:	Manage budget control services. Manage financial monitoring reporting. Manage financial planning. Develop policies and strategies aimed at improving service delivery. Manage resources of the Sub-directorate.
<u>ENQUIRIES</u>	:	Ms N Orrie Tel No: (033) 355 5432
<u>NOTE</u>	:	NB: Recommended candidates will be subjected to a security clearance, competency assessment and will also be required to disclose their financial interests and will also be subjected to a technical assessment during the selection process.

DEPARTMENT OF TRANSPORT

The Provincial Administration of KwaZulu-Natal is an equal opportunity affirmative action employer

<u>APPLICATIONS</u>	:	Address: Applicants are encouraged to apply for posts through the KZN online e-Recruitment system at www.kznonline.gov.za/kznjobs . Applicants may also
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visit any one of our Designated Online Application Centres (DOACs) where our friendly staff will assist you with applying for jobs on the KZN online e-Recruitment system or receiving your hardcopy application. You can find the list of Designated Online Application Centres (DOACS) at www.kznonline.gov.za/kznjobs. Please note that applicants should only use one of the following methods when applying for a post: either through the online e-Recruitment system or submit a hardcopy application as directed. Forward your application, quoting the relevant reference number to: Recruitment & Selection Section, Human Resource Administration Directorate, Private Bag X9043, Pietermaritzburg, 3200. Applications may alternatively be hand-delivered to the Office of the Department of Transport, Inkosi Mhlabunzima Maphumulo House, 172 Burger Street, Pietermaritzburg.

CLOSING DATE

: 05 December 2025 (at 16h00). Applications received after the closing date and time will not be considered.

NOTE

: Applications must be submitted on the NEW Application for Employment Form, Z83 (obtainable on the internet at www.dpsa.gov.za-vacancies). The Z83 form must be completed in terms of DPSA circular 03 of 2025. The completed and signed Z83 must be accompanied by a detailed CV. Dates of starting and leaving employment must be given as DD/MM/YYYY. Kindly take note that only shortlisted candidates will be required to provide certified copies of required documents on or before the date of the interviews following communication from Human Resources. Failure to comply with these instructions will lead to applications being disqualified. Should an applicant wish to apply for more than one post, separate applications must be submitted for each post applied for. Non-RSA Citizens/Permanent Resident Permit holders must provide a copy of their Permanent Residence Permits if shortlisted for an interview. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such if shortlisted for an interview. Under no circumstances will faxed or emailed applications be accepted. Receipt of applications will not be acknowledged due to the volume of applications, and should you not receive an invitation to attend an interview within three (3) months of the closing date applicants should assume that their application was unsuccessful. Please note that where experience is a requirement for the post, the successful candidate will be required to submit documentary proof of such work experience prior to assuming duty. A personnel suitability check (criminal record, citizenship, credit record checks, qualification verification and employment verification) will be conducted prior to employment. Prior to appointment being made to an SMS post, the appointee must have completed the pre-entry certificate and must be in possession of such prior to taking up the post. 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 (certificate is submitted prior to appointment). The duration of the online Pre-Entry Programme is 120 notional hours. Full details may be sourced by the following link: <https://www.thensg.gov.za/training-course/sms-pre-entryprogramme/>. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency-based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. It will be expected of candidates to be available for selection interviews on a date, time and place as determined by the Department. The Department of Transport reserves the right not to fill the advertised post(s) at any stage of the recruitment process.

OTHER POSTS

POST 43/151

: **CONTROL PROVINCIAL INSPECTOR REF NO: DOT 417/2025**
Kindly note that this is a re-advertisement. Applicants who applied previously and who still wish to be considered are at liberty to re-apply.

SALARY

: R896 436 per annum (Level 11), (all-inclusive remuneration package)

<u>CENTRE</u>	:	Public Transport Enforcement Services Public Transport Enforcement Unit: Mkondeni
<u>REQUIREMENTS</u>	:	A relevant tertiary qualification (3 year Diploma/Degree in a Traffic / Management / Law field – NQF 6 or higher); plus A Basic Traffic Officer's / Law Enforcement Diploma; plus Registered as a Traffic Officer / Peace Officer; plus 3-5 years' management experience in a Traffic / Law Enforcement field; plus 7-10 years' working experience in a Traffic / Law Enforcement field; plus A valid driving licence (minimum code B); plus No criminal record. Knowledge, Skills and Competencies Required: Knowledge on how to manage the implementation of Public Transport and Traffic Law Enforcement policies and regulations. Knowledge of driver fitness inspections. Knowledge of vehicle fitness inspections. Knowledge on the completion of Law Enforcement documents. Knowledge of operator fitness inspections. Knowledge of investigations. Working knowledge of applicable legislations – Public transport and traffic environment. Records, resource and customer relationship management skills. Performance, finance and conflict management skills. Projects, time and self-management skills. Risk, change and public information management skills. Planning, organising and people management skills. Service delivery, communication and decision-making skills. Results and quality management skills. Problem solving, report writing and workplace relations skills. Conflict management, monitoring and evaluation and management skills. Results/quality management skills. Innovation/continuous improvement skills. Analytical, negotiation and innovative skills. Computer literacy.
<u>DUTIES</u>	:	Provide effective and efficient leadership: Co-ordinate stakeholder relations with other state departments and Law Enforcement Agencies (LEAs). Provide strategic guidance and leadership to law enforcement officials. Evaluate the activities of the Regional/District Operational plans to ensure strategic alignment with the Strategic plan, budget statements and national and provincial strategies: Co-ordinate the development of standardised operational plans. Monitor and evaluate operational performance of the region to ensure continuous alignment and development. Develop and maintain corrective action on identified problem areas. Research and capture national and international traffic law enforcement best practice. Promote a holistic integrated management approach in terms of support and other functions. Create and facilitate an enabling environment between provincial and local government in respect of traffic law enforcement and ensure alignment across these spheres. Co-ordinate the collection and analysis of regional law enforcement statistics, conduct research, formulate policy and develop new strategies and models to improve service delivery: Ensure that environmental analysis of each centre is updated on an annual basis and reviewed on a quarterly basis. Develop a monitoring mechanism to co-ordinate law enforcement operations and statistics. Develop provincial policies in terms of operations, public transport, legislation, equipment and prosecutions. Provide strategic leadership and mentoring to regional/district role-players regarding strategies, developments and trends. Manage and co-ordinate human resource processes in the region/district. Manage and co-ordinate the budget process and utilisation of facilities, vehicles and equipment of the region/district: Monitor the budget of the region to prevent over/under spending on a monthly basis. Monitor the procurement and utilisation of equipment of and services provided to the centre. Ensure appropriate use of all facilities.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr S.Sithole Tel No: (033) 355 8826
	:	Please note applications can be hand delivered to the Office of the Department of Transport, Inkosi Mhlabonzima Maphumulo House, 172 Burger Street, Pietermaritzburg, or couriered via postal services to Recruitment & Selection Section, Human Resource Administration Directorate, Private Bag X9043, Pietermaritzburg, 3200. Applicants are encouraged to apply for posts through the KZN online e-Recruitment system at www.kznonline.gov.za/kznjobs
<u>FOR ATTENTION NOTE</u>	:	Mr C McDougall
	:	It is the intention of this Department to consider equity targets when filling this position.
<u>POST 43/152</u>	:	<u>CONTROL ENGINEERING TECHNICIAN GRADE A REF NO: DOT 418/2025</u>
<u>SALARY CENTRE</u>	:	R551 413 per annum, (level OSD)
	:	Cost Centre, Pietermaritzburg

<u>REQUIREMENTS</u>	:	A National Diploma in Engineering (NQF level 6), plus 6 (Six) years post qualification technical experience; plus Compulsory Registration with Engineering Council of South Africa (ECSA) as a Professional Engineering Technician; plus A valid driver's licence (minimum code B). Knowledge, Skills and Competencies Required: Knowledge of project management. Technical design and analysis knowledge. Knowledge of research and development. Knowledge of computer-aided engineering applications. Knowledge of legal compliance. Knowledge of technical report writing. Knowledge of technical consulting. Problem solving and analysis skills. Decision making skills. Teamwork skills. Creativity skills. Financial management skills. Customer focus and responsiveness skills. Communication skills. Computer skills. People management skills. Planning and organizing skills. Change management skills. The ideal candidate should be innovative, independent, time-frame driven, meticulous, proactive and maintain confidentiality. He/she should also be honest, have integrity, be reliable, patient, show commitment and professionalism, perseverance and be punctual.
<u>DUTIES</u>	:	Manage technical services. Manage administrative and related functions. Research and development.
<u>ENQUIRIES</u>	:	Mr S Madela Tel No: (033) 392 6600
<u>APPLICATIONS</u>	:	Please note applications can be hand delivered to the Office of the Department of Transport, Inkosi Mhlabunzima Maphumulo House, 172 Burger Street, Pietermaritzburg, or couriered via postal services to Recruitment & Selection Section, Human Resource Administration Directorate, Private Bag X9043, Pietermaritzburg, 3200. Applicants are encouraged to apply for posts through the KZN online e-Recruitment system at www.kznonline.gov.za/kznjobs
<u>FOR ATTENTION NOTE</u>	:	Mr B Hornsby It is the intention of this Department to consider equity targets when filling this position.
<u>POST 43/153</u>	:	<u>ENGINEERING TECHNICIAN PRODUCTION GRADE A-C (X29 POSTS)</u>
<u>SALARY</u>	:	Grade A: R371 253 per annum, (OSD) Grade B: R419 325 per annum, (OSD) Grade C: R472 812 per annum, (OSD) (Salary will be determined according to post registration experience as per OSD prescripts)
<u>CENTRE</u>	:	<u>Inkosi Mhlabunzima Maphumulo House (X3 Posts):</u> Traffic Engineering & Geometric Design: Engineering Services Directorate Ref No: DOT 419/2025 (X2 Posts) Road Control: Engineering Services Ref No: DOT 420/2025 (X1 Post) <u>Empangeni Region (X18 Posts):</u> Material Testing: Cost Centre, Eshowe Ref No: DOT 421/2025 (X1 Post) Road Control & Project Documentation: Cost Centre, Hluhluwe Ref No: DOT 422/2025 (X3 Posts) Project Implementation (External): Cost Centre, Hluhluwe Ref No: DOT 423/2025 (X1 Post) Material Testing: Cost Centre, Vryheid Ref No: DOT 424/2025 (X1 Post) KZ265 Project Implementation (External): Area Office, Nongoma Ref No: DOT 425/2025 (X2 Posts) KZ262 Project Implementation (External): Area Office, Pongola Ref No: DOT 426/2025 (X1 Post) Material Testing: Cost Centre, Ulundi Ref No: DOT 427/2025 (X1 Post) KZ273/274 & 275 Project Implementation (External): Cost Centre, Hluhluwe Ref No: DOT 428/2025 (X1 Post) Road / Pavement & Traffic Engineering: Regional Office, Empangeni Ref No: DOT 429/2025 (X4 Posts) Material Testing: Cost Centre, Hluhluwe Ref No: DOT 430/2025 (X2 Posts) <u>Pietermaritzburg Region (X5 Posts):</u> Project Implementation (External) (Umzimkhulu): Cost Centre, Ixopo Ref No: DOT 431/2025 (X1 Post) Road Control & Project Documentation: Cost Centre, Pietermaritzburg Ref No: DOT 432/2025 (X2 Posts) Material Testing: Cost Centre, Pietermaritzburg Ref No: DOT 433/2025 (X1 Post) Material Testing: Cost Centre, Ixopo Ref No: DOT 434/2025 (X1 Post) <u>Ladysmith Region (X1 Post):</u> Material Testing: Cost Centre, Newcastle Ref No: DOT 435/2025 (X1 Post)

Durban Region (X2 Posts):

Road/ Pavement & Traffic Engineering: Regional Office, Durban Ref No: DOT 436/2025 (X1 Post)

Material Testing, Durban: Regional Office, Durban Ref No: DOT 437/2025 (X1 Post)

<u>REQUIREMENTS</u>	:	An appropriate recognised Bachelor's Degree / National Diploma in Civil Engineering; plus A minimum of 3 (three) years post qualification technical experience in a roads environment (Experience: Grade A is 0 to 12 years post registration and Grade B is 14 years to 24 years post registration and Grade C is 26 years and over); plus Compulsory registration with Engineering Council of South Africa as a "Professional Engineering Technician"; plus A valid driver's licence (minimum code B). Knowledge, Skills and Competencies Required: Knowledge of Project Management. Knowledge of Technical design and analysis. Knowledge of Research and Development. Knowledge of computer-aided engineering applications. Knowledge of legal compliance. Knowledge of Technical report writing. Knowledge of Technical consulting. Problem solving and analysis skills. Decision making skills. Team work skills. Creativity skills. Customer focus and responsiveness skills. Communication skills. Computer skills. People management skills. Planning and organizing skills. Change management skills. The ideal candidate should be innovative, receptive to suggestions and ideas, accurate, honest, have integrity and be open and transparent. She/He must also be reliable, co-operative, courteous, professional, have a positive attitude and be able to work in a team.
<u>DUTIES</u>	:	Render technical services. Perform administrative and related functions. Research and Development. Supervise and control technical and related personnel and assets.
<u>ENQUIRIES</u>	:	Ms SM Ngcobo Tel No: (033) 355 8023
<u>APPLICATIONS</u>	:	Please note applications can be hand delivered to the Office of the Department of Transport, Inkosi Mhlabanzima Maphumulo House, 172 Burger Street, Pietermaritzburg, or couriered via postal services to Recruitment & Selection Section, Human Resource Administration Directorate, Private Bag X9043, Pietermaritzburg, 3200. Applicants are encouraged to apply for posts through the KZN online e-Recruitment system at www.kznonline.gov.za/kznjobs .
<u>FOR ATTENTION</u>	:	Mr B Hornsby
<u>NOTE</u>	:	It is the intention of this Department to consider equity targets when filling these positions.
<u>POST 43/154</u>	:	<u>SURVEY TECHNICIAN PRODUCTION GRADE A-C REF NO: DOT 438/2025 (X8 POSTS)</u> Road Declaration & Mapping Directorate
<u>SALARY</u>	:	Grade A: R371 253 per annum, (OSD) Grade B: R419 325 per annum, (OSD) Grade C: R472 325 per annum, (OSD) (Salary will be determined according to post registration experience as per OSD prescripts)
<u>CENTRE</u>	:	Inkosi Mhlabanzima Maphumulo House, Pietermaritzburg
<u>REQUIREMENTS</u>	:	A National Diploma in Survey or Cartography or relevant qualification; plus A minimum of 3 (three) years post qualification technical experience. (Experience: Grade A is 0 to 12 years post registration and Grade B is 14 years to 24 years post registration and Grade C is 26 years and over); plus Compulsory registration with PLATO / SAGC as a Survey Technician; plus A valid driver's licence (minimum code B). Knowledge, Skills and Competencies Required: Knowledge of programme and project management. Knowledge of Survey design and analysis. Knowledge of research and development. Knowledge of computer aided survey applications. Knowledge of legal compliance. Knowledge of Technical report writing. Analytical skills. Decision making skills. Teamwork skills. Analytical skills. Creativity skills. Self-management skills. Financial Management skills. Customer focus and responsive skills. Communication skills (verbal, written and networking). Computer Literacy. Planning and organizing skills. Conflict management. Problem solving skills. People management skills. Innovation skills.
<u>DUTIES</u>	:	Provide technical survey services and support. Perform administrative and related functions. Research and development.
<u>ENQUIRIES</u>	:	Ms M Vosloo Tel No: (033) 355 8917
<u>APPLICATIONS</u>	:	Please note applications can be hand delivered to the Office of the Department of Transport, Inkosi Mhlabanzima Maphumulo House, 172 Burger Street,

		Pietermaritzburg, or couriered via postal services to Recruitment & Selection Section, Human Resource Administration Directorate, Private Bag X 9043, Pietermaritzburg, 3200. Applicants are encouraged to apply for posts through the KZN online e-Recruitment system at www.kznonline.gov.za/kznjobs .
<u>FOR ATTENTION NOTE</u>	:	Mr B Hornsby
	:	It is the intention of this Department to consider equity targets when filling these positions.
<u>POST 43/155</u>	:	<u>GISC TECHNICIAN PRODUCTION GRADE A-C REF NO: DOT 439/2025</u> Road Declaration & Mapping Directorate
<u>SALARY</u>	:	Grade A: R371 253 per annum, (OSD) Grade B: R419 325 per annum, (OSD) Grade C: R472 325 per annum, (OSD) (Salary will be determined according to post registration experience as per OSD prescripts)
<u>CENTRE REQUIREMENTS</u>	:	Inkosi Mhlabunzima Maphumulo House, Pietermaritzburg
	:	A National Diploma in GISc or Cartography or relevant qualification; plus A minimum of 3 (three) years post qualification technical (GISc) experience (Experience: Grade A is 0 to 12 years post registration and Grade B is 14 years to 24 years post registration and Grade C is 26 years and over); plus Compulsory registration with SAGC as a GISc Technician; plus A valid driver's licence (minimum code B). Knowledge, Skills and Competencies Required: Knowledge and understanding of GIS applications and spatial data queries. Knowledge of Theory, principles and practices of GIS Standards. Knowledge and capabilities of different GIS software. Understanding of technologies such as GPS, Photogrammetry and Remote sensing. Knowledge of Projections. Knowledge of principles of cartography. Problem solving and analytical skills. Decision making skills. Teamwork skills. Creativity skills. Self-management skills. Customer service skills. Excellent Communication skills (verbal, written and networking). Interpersonal skills. Advanced computer skills. Planning, organizing and execution skills. Language proficiency skills. Project management skills. The ideal candidate should be innovative, receptive to suggestions, accurate, honest and have integrity. He/She should be open transparent, reliable, co-operative, courteous, professional, and have a positive attitude and be able to work in a team.
<u>DUTIES</u>	:	Perform technical GISc activities. Maintain GISc unit effectiveness. People Management. Functional requirement analysis. Perform Road declaration and other related functions.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms SM Ngcobo Tel No: (033) 355 8023
	:	Please note applications can be hand delivered to the Office of the Department of Transport, Inkosi Mhlabunzima Maphumulo House, 172 Burger Street, Pietermaritzburg, or couriered via postal services to Recruitment & Selection Section, Human Resource Administration Directorate, Private Bag X9043, Pietermaritzburg, 3200. Applicants are encouraged to apply for posts through the KZN online e-Recruitment system at www.kznonline.gov.za/kznjobs
<u>FOR ATTENTION NOTE</u>	:	Mr B Hornsby
	:	It is the intention of this Department to consider equity targets when filling this position.
<u>POST 43/156</u>	:	<u>DESKTOP PUBLISHER REF NO: DOT 440/2025</u> Communications Support Directorate) Kindly note that this is a re-advertisement. Applicants who applied previously and who still wish to be considered are at liberty to re-apply.
<u>SALARY</u>	:	R325 101 per annum (Level 07)
<u>CENTRE</u>	:	Inkosi Mhlabunzima Maphumulo House, Pietermaritzburg
<u>REQUIREMENTS</u>	:	NQF Level 6 in Graphic Design/Art and Design; plus 1 year experience in a Graphic Design environment or related field; plus A valid driver's licence (minimum code B). Knowledge, Skills and Competencies Required: Knowledge of Apple Mac computers and software. Knowledge of Desktop Publishing and Graphic Design. Knowledge of Microsoft package. Knowledge of Protection of Personal Information Act. Knowledge of Corporate Identity and Branding Guidelines. Knowledge of Advanced printing and publishing. Knowledge of Public Finance Management Act and Treasury Regulations. Knowledge of layout and typography. Knowledge of Digital Marketing, social media, intranet and internet. Knowledge of Communication Policy and internet

communication. Knowledge of Branding guidelines/manual. Ability to conceptualize from brief to final artwork. Communication skills (verbal and written). Organising skills. Interpersonal relations skills. Report writing skills. Problem solving skills. Computer literacy. Project management skills. Inspection and analytical skills. Adobe creative suite skills (inDesign, Photoshop, Illustrator, Microsoft word, etc.). The ideal candidate must be honest, have integrity, commitment, and be professional. He/she should have the ability to maintain confidentiality, be creative and innovative and be a team player.

DUTIES

Plan and design exhibitions for all Departmental and interdepartmental events and functions. Prepare and develop graphic design items for the Department. Develop and maintain the department's brand identity. Provide advice and technical support to regional offices and other departmental offices/facilities. Conduct research on the latest developments in relation to graphic design and branding.

ENQUIRIES APPLICATIONS

: Mr H. Gunpath Tel No: (033) 355 0628
: Please note applications can be hand delivered to the Office of the Department of Transport, Inkosi Mhlabunzima Maphumulo House, 172 Burger Street, Pietermaritzburg, or couriered via postal services to Recruitment & Selection Section, Human Resource Administration Directorate, Private Bag X9043, Pietermaritzburg, 3200. Applicants are encouraged to apply for posts through the KZN online e-Recruitment system at www.kznonline.gov.za/kznjobs

FOR ATTENTION NOTE

: Mr B Hornsby
: It is the intention of this Department to consider equity targets when filling this position.

POST 43/157

: **ADMINISTRATIVE OFFICER: PROTECTIVE AND EVENTS SECURITY REF NO: DOT 441/2025**
Security Services Directorate

SALARY CENTRE REQUIREMENTS

: R325 101 per annum (Level 07)
: Inkosi Mhlabunzima Maphumulo House, Pietermaritzburg
: A Senior Certificate / National Certificate (Vocational) NQF Level 4; plus A minimum of 3 years' experience in a Security Management Environment and or Investigations; plus A valid driver's licence (minimum Code B). Knowledge, Skills and Competencies Required: Knowledge of the Constitution of the Republic of South Africa. Knowledge of Minimum Information Security Standards (MISS) document. Knowledge of Protection of Information Act. Knowledge of SSA and SAPS Directives. Knowledge of Control of Access to Public Premises and Vehicle Act. Knowledge of National Key Points Act. Knowledge of Promotion of Access to Information Act. Knowledge of Minimum Physical Security Standards (MPSS). Knowledge of National Strategic Intelligence Act. Knowledge of Public Service Act and Regulations. Knowledge of Public Finance Management Act. Knowledge of Administrative Justice Act. Knowledge of Criminal Procedure Act. Knowledge of Occupational Health and Safety Act. Knowledge of Departmental Security Policy. Knowledge of Private Security Industrial Regulatory Act. Knowledge of Electronic Security Systems. Knowledge of Control room operations. Planning and organizing skills. Investigation skills. Interpersonal relations skills. Negotiating skills. Research and data analysis skills. Report writing skills. Presentation skills and facilitation skills. Supervisory skills. Diplomacy and Decision-making skills. Project planning/ management skills. Conflict management skills. Computer skills. The ideal candidate must be reliable, trustworthy and must be a person with integrity. He/ She must also display ethical behaviour and time management.

DUTIES

: Supervise control room operations, emergency plans and electronic security system. Control Departmental keys. Control and maintain security registers. Compile and submit system reports to the Assistant Director. Record and report all security breaches.

ENQUIRIES APPLICATIONS

: Mr B Tibe Tel No: (033) 355 8088
: Please note applications can be hand delivered to the Office of the Department of Transport, Inkosi Mhlabunzima Maphumulo House, 172 Burger Street, Pietermaritzburg, or couriered via postal services to Recruitment & Selection Section, Human Resource Administration Directorate, Private Bag X9043, Pietermaritzburg, 3200. Applicants are encouraged to apply for posts through the KZN online e-Recruitment system at www.kznonline.gov.za/kznjobs.

FOR ATTENTION

: Mr B Hornsby

<u>NOTE</u>	:	It is the intention of this Department to consider equity targets when filling this position.
<u>POST 43/158</u>	:	<u>ADMINISTRATIVE CLERK (SUPERVISOR): ROAD SAFETY CAMPAIGNS & ENFORCEMENT SUPPORT REF NO: DOT 442/2025</u> (Road Safety Directorate)
<u>SALARY</u>	:	R325 101 per annum (Level 07)
<u>CENTRE</u>	:	Inkosi Mhlabunzima Maphumulo House, Pietermaritzburg
<u>REQUIREMENTS</u>	:	A Senior Certificate / National Certificate (Vocational) NQF Level 4; plus A minimum of three (3) years supervisory experience in the road safety environment; plus A valid (minimum) code EB driver's licence. Knowledge, Skills and Competencies Required: Job knowledge. Working knowledge of Hardcat, BAS and PERSAL. Communication skills. Interpersonal relation skills. Flexibility. Teamwork. Computer literacy. Planning and organizing skills. Language skills. Good verbal and written communication skills. The ideal candidate should be trustworthy, loyal, friendly and courteous, responsible, accurate, conscientious, diplomatic, integrity, self-disciplined, self-motivated, professionalism, confidentiality, accuracy, innovative thinker, teamwork orientated and able to work independently, interest in development, service delivery excellence, compliance with performance agreements and commitment to organizational goals.
<u>DUTIES</u>	:	Render general clerical supervisory services. Provide supply chain services within the component. Provide personnel administration supervisory services within the component. Provide financial administration support services in the component.
<u>ENQUIRIES</u>	:	Ms T Hadebe Tel No: (033) 355 8782
<u>APPLICATIONS</u>	:	Please note applications can be hand delivered to the Office of the Department of Transport, Inkosi Mhlabunzima Maphumulo House, 172 Burger Street, Pietermaritzburg, or couriered via postal services to Recruitment & Selection Section, Human Resource Administration Directorate, Private Bag X9043, Pietermaritzburg, 3200. Applicants are encouraged to apply for posts through the KZN online e-Recruitment system at www.kznonline.gov.za/kznjobs .
<u>FOR ATTENTION</u>	:	Mr B Hornsby
<u>NOTE</u>	:	It is the intention of this Department to consider equity targets when filling this position.
<u>POST 43/159</u>	:	<u>ARTISAN PRODUCTION GRADE A-C (MECHANICAL) REF NO: DOT 443/2025 (X1 POST)</u> Mechanical, Structure Shop Kindly note that this is a re-advertisement. Applicants who applied previously and who still wish to be considered are at liberty to re-apply.
<u>SALARY</u>	:	Grade A: R243 597 per annum, (dependent on experience), (OSD) Grade B: R285 816 per annum, (dependent on experience), (OSD) Grade C: R332 061 per annum, (dependent on experience), (OSD) (Salary will be determined according to post registration experience as per OSD prescripts)
<u>CENTRE</u>	:	Pietermaritzburg Region
<u>REQUIREMENTS</u>	:	Grade A: (No experience required) Grade B: (At least 18 years' experience) Grade C (At least 34 years' experience) An appropriate Trade Test Certificate in a Building Related Field; plus A valid driver's licence (minimum code C1). Knowledge, Skills and Competencies Required: Technical analysis knowledge. Technical Report writing knowledge. Knowledge of Computer Aided technical applications. Knowledge of legal compliance. Knowledge of production process and skills. Knowledge of technical consulting. Problem solving and analysis skills. Decision making skills. Teamwork skills. Creativity skills. Self – management skills. Customer focus and responsiveness skills. Communication skills. Computer skills. Planning and organizing skills. The ideal candidate must be analytical, reliable, accurate, open, transparent, innovative and have integrity.
<u>DUTIES</u>	:	Design: Produce designs according to client specifications and within limits of production capability. Production: Produce objects with material and equipment according to job specification and recognized standards. Quality assurance of produced objects. Maintenance: Inspect equipment and plant for technical faults. Repair equipment and facilities according to standards. Test repaired equipment and plant against specifications. Service equipment and plant

		according to schedule. Quality assure serviced and maintained equipment and/or facilities. Perform administrative and related functions: Compile and submit reports. Provide inputs to the operational plan. Keep and maintain job record/register; and Supervise and mentor staff. Maintain and advance expertise: Continuous individual development to keep up with new technologies and procedures. Research/literature studies on technical /engineering technology to improve expertise.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr L Songca (Pietermaritzburg Region) Tel No: (033) 392 6600
	:	Please note applications can be hand delivered to the Office of the Department of Transport, Inkosi Mhlabunzima Maphumulo House, 172 Burger Street, Pietermaritzburg, or couriered via postal services to Recruitment & Selection Section, Human Resource Administration Directorate, Private Bag X9043, Pietermaritzburg, 3200. Applicants are encouraged to apply for posts through the KZN online e-Recruitment system at www.kznonline.gov.za/kznjobs .
<u>FOR ATTENTION NOTE</u>	:	Mr B Hornsby
	:	It is the intention of this Department to consider equity targets when filling this position.
<u>POST 43/160</u>	:	<u>HUMAN RESOURCE CLERK (PRODUCTION): BENEFITS SECTION REF NO: DOT 444/2025</u> Human Resource Administration Directorate
<u>SALARY CENTRE REQUIREMENTS</u>	:	R228 321 annum (Level 05)
	:	Inkosi Mhlabunzima Maphumulo House, Pietermaritzburg
	:	A Senior Certificate / National Certificate (Vocational) NQF Level 4; plus A valid driver's licence (minimum Code B). Knowledge, Skills and Competencies Required: Knowledge of Human Resource Management policies, procedures, practices and prescripts. Knowledge of computer-based HR Information systems e.g PERSAL. Knowledge and ability to keep and maintain acts, regulations etc. Computer literacy (MS Word, MS Excel, E-mail). Ability to interpret and apply policy and regulations. Problem solving skills. Good communication skills (both verbal and written). The ideal candidate must be honest, reliable, innovative/creative and have the ability to work under pressure. He/she should have the ability to work individually and as part of a team and have the ability to maintain confidentiality, have good interpersonal relations, be trustworthy, loyal, have a friendly disposition and be efficient and responsible.
<u>DUTIES</u>	:	Provide general benefits services to head office staff. Administer all types of Leave and Incapacity leave applications. Provide Administration support with regard to Employee Performance Management and Development System for the Head Office staff (Salary level 1-10). Process all rank and salary related matters. Maintain database, ensure safekeeping of documents and filing of all related documents for Head Office staff.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms F Mwelase Tel No: (033) 355 8742
	:	Please note applications can be hand delivered to the Office of the Department of Transport, Inkosi Mhlabunzima Maphumulo House, 172 Burger Street, Pietermaritzburg, or couriered via postal services to Recruitment & Selection Section, Human Resource Administration Directorate, Private Bag X9043, Pietermaritzburg, 3200. Applicants are encouraged to apply for posts through the KZN online e-Recruitment system at www.kznonline.gov.za/kznjobs .
<u>FOR ATTENTION NOTE</u>	:	Mr B Hornsby
	:	It is the intention of this Department to consider equity targets when filling this position.
<u>POST 43/161</u>	:	<u>ADMINISTRATIVE CLERK (PRODUCTION): COMMUNITY OUTREACH SERVICES REF NO: DOT 445/2025</u> Road Safety Directorate
<u>SALARY CENTRE REQUIREMENTS</u>	:	R228 321 annum (Level 05)
	:	Inkosi Mhlabunzima Maphumulo House, Pietermaritzburg
	:	A Senior Certificate / National Certificate (Vocational) NQF Level 4. Knowledge, Skills and Competencies Required: Job knowledge. Communication skills. Good interpersonal relation skills. Flexibility. Teamwork. Computer literacy. Planning and organizing skills. Language skills. Good verbal and written communication skills. The ideal candidate should be trustworthy, loyal, friendly and courteous, responsible, accurate, conscientious, diplomatic, integrity, self-disciplined, self-motivated, professionalism, confidentiality, accuracy,

		innovative thinker, teamwork orientated and able to work independently, interest in development, service delivery excellence, compliance with performance agreements and commitment to organizational goals.
<u>DUTIES</u>	:	Render general clerical support services. Provide supply chain clerical support services within the component. Provide personnel administration clerical support services within the component. Provide financial administration support services in the component.
<u>ENQUIRIES</u>	:	Ms T Hadebe Tel No: (033) 355 8782
<u>APPLICATIONS</u>	:	Please note applications can be hand delivered to the Office of the Department of Transport, Inkosi Mhlabunzima Maphumulo House, 172 Burger Street, Pietermaritzburg, or couriered via postal services to Recruitment & Selection Section, Human Resource Administration Directorate, Private Bag X9043, Pietermaritzburg, 3200. Applicants are encouraged to apply for posts through the KZN online e-Recruitment system at www.kznonline.gov.za/kznjobs
<u>FOR ATTENTION</u>	:	Mr B Hornsby
<u>NOTE</u>	:	It is the intention of this Department to consider equity targets when filling this position.
<u>POST 43/162</u>	:	<u>SENIOR STORES CLERK REF NO: DOT 446/2025</u>
<u>SALARY</u>	:	R228 321 annum (Level 05)
<u>CENTRE</u>	:	Area Office, Nongoma
<u>REQUIREMENTS</u>	:	A Senior Certificate / National Certificate (Vocational) NQF Level 4. Knowledge, Skills and Competencies Required: Knowledge of Assets and Inventory control, procedures, processes and Practice Notes i.e. ordering, issuing stock takes, reconciliation of stock. Knowledge of tenders/ contract procedures pertaining to stores. Knowledge of procurement procedures and processes to stores. Knowledge of Legislation, policies, procedures pertaining to the Public Sector. Knowledge of departmental reporting and communication structures. Knowledge of computerised stores systems in use by the by the Department of Transport. Knowledge of Stores policies and procedures. Knowledge of asset management and BOS procedures. Knowledge of losses/ thefts procedures and Practice Notes. Knowledge of Safety Standards as per the Occupational Health and Safety Act. Computer Literacy. Knowledge of general administration procedures. Ability to interpret and apply legislation, policy, Practice Notes and Contracts. Problem solving skills. Interpersonal skills. Numeracy skills. Analytical and Innovative thinking skills. Planning and organising skills. Good communication skills (verbal & written). Ability to learn, understand and apply. Ability to perform in team. The ideal candidate should be honest, loyal, reliable, accurate, open, transparent, punctual, comply with the code of conduct, self- disciplined, responsible, accurate and be receptive to ideas and suggestions. He/she should have good interpersonal relations, be conscientious, dedicated committed to organisational objectives, projects/ programmes, be able to work in a team and/ or under pressure.
<u>DUTIES</u>	:	Receive and distribute store items and/or fuel. Procure store items for office and ensure sufficient store holdings. Ensure effective record keeping of store items and monthly stock takings. Dispose effectively of redundant, broken and outdated stores. Attend audit queries and inspections.
<u>ENQUIRIES</u>	:	Ms NG Nxumalo Tel No: (035) 879 8120
<u>APPLICATIONS</u>	:	Please note applications can be hand delivered to the Office of the Department of Transport, Inkosi Mhlabunzima Maphumulo House, 172 Burger Street, Pietermaritzburg, or couriered via postal services to Recruitment & Selection Section, Human Resource Administration Directorate, Private Bag X9043, Pietermaritzburg, 3200. Applicants are encouraged to apply for posts through the KZN online e-Recruitment system at www.kznonline.gov.za/kznjobs
<u>FOR ATTENTION</u>	:	Mr B Hornsby
<u>NOTE</u>	:	It is the intention of this Department to consider equity targets when filling this position.
<u>POST 43/163</u>	:	<u>SUPPLY CHAIN CLERK (PRODUCTION) REF NO: DOT 447/2025 (X2 POSTS)</u>
<u>SALARY</u>	:	R228 321 annum (Level 05)
<u>CENTRE</u>	:	Regional Office, Empangeni
<u>REQUIREMENTS</u>	:	A Senior Certificate / National Certificate (Vocational) NQF Level 4. Knowledge, Skills and Competencies Required: Basic knowledge of Supply Chain duties, practices as well as he ability to capture data and operate computer and

		collecting statistics. Basic knowledge and understanding of the legislative framework governing the Public Service. Basic knowledge of work procedures in terms of the working environment. Knowledge of the Public Finance Management Act. Knowledge of Asset Management. Knowledge of Loss Control. Knowledge of HARDCAT. Knowledge of LOCO and BAS. Computer Literacy. Computerised financial systems decision-making skills. Communication skills (verbal and written). Interpersonal relations skills. Listening skills. Numeric skills. Presentation skills. Problem solving skills. Strong analytical skills. Time management skills. Word processing and spreadsheet skills. The ideal candidate should have integrity, be honest, reliable, innovative, creative, trustworthy, loyal, friendly, efficient and responsible. He/she should have the ability work under pressure, maintain confidentiality, work individually and part of a team.
<u>DUTIES</u>	:	Render asset management clerical support. Render demand and acquisition clerical support. Render logistical support services. Provide SCM Administration support in the component.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms ZS Ngobese Tel No: (035) 787 1442
	:	Please note applications can be hand delivered to the Office of the Department of Transport, Inkosi Mhlabunzima Maphumulo House, 172 Burger Street, Pietermaritzburg, or couriered via postal services to Recruitment & Selection Section, Human Resource Administration Directorate, Private Bag X9043, Pietermaritzburg, 3200. Applicants are encouraged to apply for posts through the KZN online e-Recruitment system at www.kznonline.gov.za/kznjobs
<u>FOR ATTENTION NOTE</u>	:	Mr B Hornsby
	:	It is the intention of this Department to consider equity targets when filling these positions.
<u>POST 43/164</u>	:	<u>ADMINISTRATIVE CLERK (PRODUCTION): STORES REF NO: DOT 448/2025</u> (Procurement & Provisioning)
<u>SALARY CENTRE REQUIREMENTS</u>	:	R228 321 annum (Level 05)
	:	Cost Centre, Pietermaritzburg
	:	A Senior Certificate / National Certificate (Vocational) NQF Level 4, plus A valid driver's licence (minimum code B). Knowledge, Skills and Competencies Required: Basic knowledge of stores duties, procurement procedures, practices. Basic knowledge and understanding of the legislative framework governing Public Service. Basic knowledge of work procedures in terms of the working environment. Ability to collect statistics and capture data. Computer skills. Planning and organizing skills. Good verbal and written communication skills. Ability to perform in a team. The ideal candidate should be committed to organizational objectives/ projects and programmes, receptive to ideas and suggestions, comply with Code of Conduct, punctual, accurate, honest, responsible, loyal and conscientious. He/she should also be able to work in a team, perform well under pressure and also be neat and tidy.
<u>DUTIES</u>	:	Control stock in the stores to ensure sufficient stock holdings in accordance with computerized stores system and Practice Notes requirements. Ensure effective stock record keeping. Dispose of redundant, broken, outdated stores items. Control and maintaining of Zibambele and Vukuzakhe tools. Supervise store assistant person.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms C Dlamini Tel No: (033) 392 6600
	:	Please note applications can be hand delivered to the Office of the Department of Transport, Inkosi Mhlabunzima Maphumulo House, 172 Burger Street, Pietermaritzburg, or couriered via postal services to Recruitment & Selection Section, Human Resource Administration Directorate, Private Bag X9043, Pietermaritzburg, 3200. Applicants are encouraged to apply for posts through the KZN online e-Recruitment system at www.kznonline.gov.za/kznjobs
<u>FOR ATTENTION NOTE</u>	:	Mr B Hornsby
	:	It is the intention of this Department to consider equity targets when filling this position.
<u>POST 43/165</u>	:	<u>TRADESMAN AID (X4 POSTS)</u>
<u>SALARY CENTRE</u>	:	R163 680 per annum (Level 03)
	:	Ladysmith Region: Cost Centre Dundee (X1 Post) Mechanical Dundee Ref No: DOT 449/2025 (X1 Post)

Cost Centre, Estcourt (X2 Posts)
Mechanical (Bergville) Ref No: DOT 450/2025 (X2 Posts)

Empangeni Region:

Regional Office, Empangeni (X1 Post)

Ground Survey, Empangeni Ref No: DOT 451/2025 (X1 Post)

REQUIREMENTS

: Grade 10 / Junior Certificate; plus A minimum of 6 months trade related experience. Knowledge, Skills and Competencies Required: Ability to use electrical and hand tools. Good interpersonal, communication and organizational skills. Ability to work independently.

DUTIES

: Provide assistance in the maintenance of facilities, vehicles and equipment. Arrange suitable tools and sort out parts for maintenance. Drain used oils from components, refill with new oils and change all types of filters. Check vehicles and equipment fluid levels for correctness and grease all greasing points. Repair and replace worn or damaged wheels. Discard used oils, sawdust, filters, rags, scrapped metals and tyres in the designated areas. Repair, clean, service and safe keeping of equipment and tools according to standards under supervision. Regularly clean and ensure tidiness of the workshop, vehicles, equipment and tools. Ensure the safekeeping of, and report missing or defective equipment and tools. Assist in the removal, stripping and assembling of components of vehicles and equipment. Secure loose bolts, nuts, screws, clamps, plugs and terminals. Report all hazards and potential hazards to the supervisor.

ENQUIRIES

: Mr M Ntuli (Ladysmith Region) Tel No: (036) 638 4400

Ms BW Xaba (Empangeni Region) Tel No: (035) 787 1442

APPLICATIONS

: Please note applications can be hand delivered to the Office of the Department of Transport, Inkosi Mhlabunzima Maphumulo House, 172 Burger Street, Pietermaritzburg, or couriered via postal services to Recruitment & Selection Section, Human Resource Administration Directorate, Private Bag X9043, Pietermaritzburg, 3200. Applicants are encouraged to apply for posts through the KZN online e-Recruitment system at www.kznonline.gov.za/kznjobs

FOR ATTENTION

: Mr B Hornsby

NOTE

: It is the intention of this Department to consider equity targets when filling these positions.