

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 or email to: Recruitment@dot.gov.za or at e-recruitment system: erecruit.transport.gov.za. Note: email applications must be sent as one attachment to avoid non-delivery of the email and only quotes the name of the post you are applying for on the Subject Line as directed on the post note.
- CLOSING DATE** : 29 May 2026
- NOTE** : Applications must be accompanied by a completed new Z83 form, obtainable from any Public Service Department, (or obtainable at). 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). All shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One must be a practical exercise, and the other must be an Integrity (Ethical Conduct) Assessment. Selection panels shall score both technical exercises as an additional criterion in the interview process; the logistics will be communicated to candidates prior to the interviews. Recommended candidates will also be required to attend a Psychometric Assessments as part of the recruitment process. Recommended candidates will also be required to generic managerial competency assessment after the interviews also take a note that National School of Governance (NGS) has introduce 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

- POST 14/71** : **DIRECTOR: AIR TRANSPORT REF NO: DOT/HRM/2026/21**
Branch: Civil Aviation
- SALARY** : R1 266 714 per annum, (all-inclusive salary package), of which 30% can be structured according to individual's needs.
- CENTRE** : Pretoria
- REQUIREMENTS** : A qualification at NQF 7 qualification as recognised by SAQA in Transport and Logistics Management / Transport Management/ Transport Economics / Public Administration with minimum of 5 year's working experience at a middle/senior managerial level in the aviation sector. Knowledge and skills: Understanding of global and regional aviation landscape. Thorough understanding of the role of aviation in the national economy. Thorough understanding of the international civil aviation system and the role of International Civil Aviation Organisation (ICAO). An understanding of regional initiatives as embodied by the African Union (AU) and the new partnership for Africa's Development (NEPAD), African Civil Aviation Commission (AFCAC), SADC Civil Aviation Committee, SADC Aviation Safety Organisation, etc. Negotiation and problem-solving skills. A

		proven leadership and management skills. Report writing skills. A demonstrated ability to lead and manage teams, projects and budgets. Communication; Financial Management; Strategic capability & leadership; people management and empowerment; Project/Programme management; Client orientation and customer focus.
<u>DUTIES</u>	:	Maintain and enhance South Africa's position on bilateral air transport. Manage all aspects relating to licensing and permits, safety and security. Participate in project teams to achieve a multi-disciplinary approach to meet set objectives of the Department and South Africa. Manage the resources of the Directorate.
<u>ENQUIRIES</u>	:	Ms Elizabeth Mpye Tel No: (012) 309 3446
<u>POST 14/72</u>	:	<u>DIRECTOR: ROAD ASSET AND QUALITY MANAGEMENT REF NO: DOT/HRM/2026/23</u> Branch: Road Transport
<u>SALARY</u>	:	R1 266 714 per annum, (all-inclusive salary package), of which 30% can be structured according to individual's needs.
<u>CENTRE</u>	:	Pretoria
<u>REQUIREMENTS</u>	:	A qualification at NQF 7 qualification as recognised by SAQA in Civil Engineering with a minimum working experience of 5 years at a middle/senior managerial level within the road infrastructure development field. Knowledge and Skill: 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 National Land Transport Act, Engineering, Management and Leadership skills. Knowledge and understanding of the Road Transport Committees. Knowledge of the transport sector. Deep knowledge and understanding of the road asset and quality management. Background on Civil Engineering Infrastructure. Compilation of technical reports and advisory. Coordination of stakeholders and forums. Knowledge of the Public Finance Management Act (PFMA). Report writing skills. Presentation skills. Communication; Financial Management; Strategic capability & leadership; people management and empowerment; Project/Programme management; Client orientation and customer focus; Change management.
<u>DUTIES</u>	:	Develop road asset management performance indicators. Conduct and maintain an audit of existing road asset management systems. Determine and set minimum standards and requirements for road asset management systems at all levels of authority. Enter into memorandum of understanding with road authorities for timely upgrading of information on pavement, gravel and bridge management systems in line with framework and funding requirements. Mobilise funding sources to ensure authorities are able to update information on their systems. Develop the South African road asset management policy and guidelines. Develop and manage a centralized road asset management system. Manage and coordinate road infrastructure safety audits and quality assurance. Coordinate a safety audit strategy and framework with all key role players and stakeholders. Manage and monitor the implementation of infrastructure safety audits. Manage road quality assurance and traffic signage. Coordinate disaster management programmes. Develop road sector and disaster preparedness and response plans. Develop road resource inventory database. Maintain liaison with provinces on and treasury on funding for disaster relief. Manage the resources of the Directorate. Provide guidance and adequate support to staff and ensure capacity development of staff in the Directorate. Ensure compliance with all administrative requirements, regulations, rules and instructions pertaining to the Directorate. Establish and maintain governance and administrative system's continuity within the work of the Directorate. Ensure performance agreements are in line with business plan. Prepare and submit implementation plans. Authorise expenditure. Monitor quality control of work. Ensure the compilation of the annual report, annual performance plan and strategic plan of the Directorate. Monitor budget levels. Monitor the planning, organising and delegation of work. Ensure monitoring & evaluation is carried out in all areas of the Directorate.
<u>ENQUIRIES</u>	:	Mr L Malapane Tel No: (012) 309 3543

POST 14/73 : **DIRECTOR: ROAD INFRASTRUCTURE PLANNING AND COORDINATION**
REF NO: DOT/HRM/2026/24
Branch: Road Transport

SALARY : R1 266 714 per annum, (all-inclusive salary package), of which 30% can be structured according to individual's needs.

CENTRE : Pretoria
REQUIREMENTS : A qualification at NQF level 7 as recognised by SAQA in Civil Engineering with a minimum of 5 years' experience at a middle/senior managerial level within the road infrastructure development field. Knowledge and Skill: A sound knowledge and experience in the development of the road infrastructure standards and guidelines. Knowledge and understanding of the National Land Transport Act. Engineering; Management and Leadership. Knowledge and understanding of the COTOs. Sound knowledge of the PFMA, DORA and the Treasury regulations. Computer literate (Design and GIS). Project Management skills. Analytical and problem-solving skills. Communication; Financial Management; Strategic capability & leadership; people management and empowerment; Project/Programme management; Client orientation and customer focus; Change management.

DUTIES : Determine road management strategies for effective network development across the three spheres of government. Develop road management strategies for the 6 different classes of roads as per RISFSA reclassification. Ensure implementation of best practice delivery models for roads development and management across authorities with carrying capacities across the spheres. Develop and facilitate detailed project planning for nationally driven road projects. Manage the handling of inquiries and road infrastructure queries. Manage road freight corridor development and networks. Provide a road freight data management service. Manage the planning and operation of the overload control network. Manage the development of intermodal facilities. Facilitate and monitor overload control strategy implementation programmes. Support freight logistics strategy to achieve national and regional objectives. Promote the integration of NMT into public transport system and NMT designs, vehicle standards and guidelines. Facilitate the development and integration of NMT master plans on all three spheres of government. Develop and promote the use of alternative NMT and IMT transport systems. Research, benchmark and promote new NMT technologies in accordance with the Copenhagen resolution on climate change. Develop and monitor NMT designs, vehicular standards and guidelines. Develop, update and implement rural roads development strategy and programmes. Assess and contribute to the infrastructure components of rural municipalities' IDP's road projects (Preparation of the master plan for roads to ensure full connectivity to all rural areas and towns). Develop and manage intergovernmental co-ordinating mechanisms for effective road delivery at the municipal sphere and horizontally-DOT / COGTA / NT/ SALGA. Monitor and evaluate rural road development programme. Manage the resources of the Directorate. Ensure compliance with all administrative requirements, regulations, rules and instructions pertaining to the branch. Establish and maintain governance and administrative system's continuity within the work of the branch. Develop financial reports for forecasting, trending and results analysis. Prepare and submit implementation plans. Evaluate projected spending plans. Monitor quality control of work. Ensure the compilation of the annual report and strategic plan of the chief directorate. Monitor the planning, organising and delegation of work. Ensure monitoring & evaluation is carried out in all areas of the chief directorate.

ENQUIRIES : Mr L Malapane Tel No: (012) 309 3543

OTHER POSTS

POST 14/74 : **DEPUTY DIRECTOR: RISK AND BUSINESS CONTINUITY REF NO:**
DOT/HRM/2026/24
Branch: Office of The Director-General
Directorate: Risk Management
(24 Months Contract)

SALARY : R932 292 per annum (Level 11)
CENTRE : Pretoria
REQUIREMENTS : A qualification at NQF level 6 as recognised by SAQA in Risk Management / Auditing with three 3 years' experience at a management or Assistant Director level in Risk Management or Compliance or Ethics and Business Continuity Management. Knowledge And Skills: Knowledge of the Public Finance and

Management Act (PFMA), Knowledge and understanding of Treasury Regulations and guidelines, Public Service Anti-Corruption Strategy and departmental anti-corruption measures, Knowledge of the principles and practice of risk management, Preferential Procurement Policy Framework Act, 5 of 2000 ("PPPFA"), Knowledge and understanding of National Treasury Risk Management Framework, Internal control and assurance, ERM concepts, frameworks and methodologies, Knowledge of Risk Maturity Model (IRMSA), Knowledge of risk management policies and, procedures Knowledge of risk management principles and practice, Knowledge Business Continuity Management environment, Knowledge of ethics Management policies and procedures, Knowledge of Public Sector Ethics Management Framework, Knowledge of Public Sector Compliance Management Framework, Knowledge of Business Continuity Institute's Good Practice Guidelines. Communication – Verbal & Written Communication. Computer literacy. Governance related information. Financial Management. Strategic capability & leadership (SCL). People management & empowerment (PME). Project/Programme Management (PPM). Client orientation & customer focus. Change management. Willing to be available after hours. A valid Driver's License.

DUTIES

: Develop and implement the Business Continuity Ethics and Compliance Risk Management Frameworks, Strategies and Protocols. Define the internal and external context and stakeholders of the department. Develop and implement methodologies, models and systems. Facilitate the development of the business continuity plan with other role players within the department ensuring alignment with the emergency plan and disaster recovery plan. Plan, coordinate and implement policies, controls processes and procedures. Conduct business impact analysis identifying threats in various business units. Coordinate with other relevant directorates for the implementation of ethics programs in the department. Coordinate the identification of ethics risks in the department. Institutionalize and facilitate the embedding of the ethics, Business Continuity and Compliance Management in the department. Establish and maintain an ethical philosophy and culture within the department. Conduct awareness and training programmes on ethics management, business continuity management and compliance management to capacitate officials. Coordinate the various operational committees (Ethics Committee, Business Continuity Response Committee). Coordinate the activities of the Business Continuity Response Committee and perform the Secretariat function. Coordinate the activities of the Ethics Management Committee and perform the Secretariat function. Coordinate the reporting by the various committees to the Risk Management Committee, the progress on the various components. Identify the relevant training needs for the committee members. Compile reports for the committees. Monitor and evaluate the effectiveness and efficiency of the business continuity management framework and embedded practices. Assess the effectiveness of the business continuity management process. Compile a review report and present reports to relevant committees. Guide and oversee business continuity management process. Manage the resources of the Sub-directorate. Monitor and ensure effective and efficient co-ordination of activities. Provide input into the Budget of the Directorate. Evaluate and monitor performance and appraisal of employees. Compile, maintain and monitor the sub-directorate's strategic, annual performance plan / operational plans. Manage the assets of the Sub directorate.

ENQUIRIES

: Mr Myrain Mopayi Tel No: (012) 309 3533

POST 14/75

: **ASSISTANT DIRECTOR: RISK AND BUSINESS CONTINUITY REF NO: DOT/HRM/2026/25**
 Branch: Office of The Director-General
 Directorate: Risk Management
 (24 Months Contract)

SALARY CENTRE REQUIREMENTS

: R487 197 per annum (Level 09), plus 37% in lieu of benefits
 : Pretoria
 : A qualification at NQF level 6 as recognised by SAQA in Risk Management or Auditing with three 3 years' experience at a supervisory or practitioner level in internal Audit or Risk Management. Knowledge And Skills: Knowledge of the Public Finance and Management Act (PFMA), Knowledge and understanding of Treasury Regulations and guidelines, Public Service Anti-Corruption Strategy and departmental anti-corruption measures, Knowledge of the principles and practice of risk management, Preferential Procurement Policy Framework Act, 5 of 2000 ("PPPFA"), Knowledge and understanding of

National Treasury Risk Management Framework, Internal control and assurance, ERM concepts, frameworks and methodologies, Knowledge of Risk Maturity Model (IRMSA), Knowledge of risk management policies and procedures Knowledge of risk management principles and practice, Knowledge Business Continuity Management environment, Knowledge of ethics Management policies and procedures, Knowledge of Public Sector Ethics Management Framework, Knowledge of Public Sector Compliance Management Framework, Knowledge of Business Continuity Institute's Good Practice Guidelines. Communication – Verbal & Written Communication. Computer literacy. Governance related information. Financial Management. Strategic capability & leadership (SCL). People management & empowerment (PME). Project/Programme Management (PPM). Client orientation & customer focus. Change management. Willing to be available after hours. A valid Driver's License.

DUTIES : Develop, implement and maintain a risk management system. Provide support Risk Management Committee, Ethics Management Committee and Combined Assurance Forum. Conduct Capacity building initiatives. Implement Business Continuity, Compliance Management, Combined Assurance and Ethics Management Review of the Ethics Management framework, Business Continuity Management framework, Combined Assurance framework and Compliance Management framework. Develop and implementation of the Compliance universe, Compliance Management plan, Combined Assurance Plan and Business Continuity plan. Prepare quarterly reports for Compliance Management, Combined Assurance forum and Business Continuity forum to Risk Management, Audit Committee and EXCO. Facilitate awareness programmes for Business Continuity, Ethics Management, Compliance Management and Combined Assurance. Provide administrative support to the Directorate.

ENQUIRIES : Mr Myrain Mopayi Tel No: (012) 309 3533

POST 14/76 : **OFFICE ADMINISTRATOR GRADE II REF NO: DOT/ HRM/2026/22**
Branch: Various

SALARY CENTRE REQUIREMENTS : R338 106 per annum (Level 07), all-inclusive
: Pretoria
: A recognised NQF level 6 qualification by SAQA in Office Management and Technology/ Secretariat/ Management Assistant/ Public Management/ Administration/ Business Management with 2 years' experience in rendering support service to senior management. Knowledge and Skills: Computer Literature Certificate. Administration Skills Certificate. Record Keeping. Communication Skills. Excellent written and verbal abilities. Ability communicates with all cultures at all levels. Have a positive open, friendly disposition in all communications. Confidence, confidentiality and reliability is essential. Computer Literacy. Experience of Corel and Microsoft, in order to communicate computer-wise in any given situation. Ability to use the internet. E-mail (electronic diaries, scheduling of meetings). Administrative Abilities. Successful handling of documents and correspondents. Successful coordination of the office. Client satisfaction, both internal and external.

DUTIES : Provide a support services to the Chief Director; Answer and record telephone/facsimile/email activity on behalf of the Chief Director as well as screen calls; Record and deal with queries from public and personnel in the department; create a database of clients with respect to contact information, line of business and other information. Attend to documentation (filing, tracking, update and disposal thereof); Receive documentation, acknowledge receipt, apply file number/ allocation, record data into computer system, file appropriately; Perform document tracking for all documentation; Keep record of incoming and outgoing documents. Perform general office administration; Sent and receive faxes, email receive and dispatch items and do photocopying; obtain relevant quotes and order supplies; Type letters, agendas, minutes and other correspondences as necessary. Assist in organising meeting, workshops, seminars and conferences. Prepare for meetings (arrange venues, refreshments, equipment's copy relevant literature; Buy refreshments supplies for the office. Chief User Clerk; Complete and sign VAS 2 forms; Order stationery, equipment and furniture for the office; Monitor office orders.

ENQUIRIES : Ms Neo Mogotlana Tel No: (012) 309 3912