

**PROVINCIAL ADMINISTRATION: LIMPOPO
DEPARTMENT OF TRANSPORT AND COMMUNITY SAFETY**

Limpopo Department of Transport and Community Safety is an equal opportunity, affirmative action employer with clear employment equity targets. All positions targets Women and Persons with Disabilities.

- APPLICATIONS** :
- applicants are encouraged to register and submit their applications through the e-recruitment link at <https://erecruitment.limpopo.gov.za>. However, hand delivered applications are accepted and must be submitted on the New Z83 application form obtainable from all Government Departments or can be downloaded from www.gov.za / www.dpsa.gov.za. No Email or Fax Applications will be accepted. Applications should be submitted to the centre (Head Office or districts) where the post is located as follows:
- Head Office:** The Acting Director: HRM, Department of Transport and Community Safety, Private Bag X9491, Polokwane, 0700 or handed in at Phamoko Building, second (2nd) Floor, Office No. 45 at 40 Church Street, Polokwane, 0699.
- Capricorn District,** 39 Church Street, Snabasa Building, Polokwane, 0699, Tel. No. 073 170 6748.
- Sekhukhune District,** Lebowakgomo Govt. Complex. The Director, Private Bag X61, Lebowakgomo, 0737, Tel No: (015) 633 5150.
- Waterberg District,** NTK Building, Modimolle, Corner Limpopo Street & Thabo Mbeki. The Director, Private Bag X1038, Modimolle, 0510, Tel No: (014) 718 2335/2317/2330.
- Mopani District,** Giyani Govt Complex, The Director, Private Bag X9679, Giyani, 0826, Tel No: (015) 811 7000/7022.
- Vhembe District,** Thohoyandou Govt Complex, The Director, Private Bag X2145, Sibasa, 0790, Tel No: (015) 960 3000
- CLOSING DATE** :
- 11 September 2026 @16h30. Late applications or faxed applications will not be considered. Failure to comply with the above requirements will result in the disqualification of the application.
- NOTE** :
- Instructions from paragraph 3 to 7 applies to hand / mail delivered applications. The new Z83 applications form must be fully completed and signed by the applicant. The following must be considered in relation to the completion of the Z83 application form by applicants. All the fields in Part A, C and D should be completed. In Part B, all fields should be completed in full except the following South African applicants need not provide passport numbers. If an applicant responded "no" to the question "Are you conducting business with the State or are you a Director of a Public or Private Company conducting business with the State? Then it is acceptance for an applicant to indicate not applicable or leave blank to the question, "In the event that you are employed in the Public Service, will you immediately relinquish such business interest?" if yes (provide detail)". Applicants may leave the following question blank if they are not in possession of such: "If your profession or occupation requires official registration, provide date and particulars of registration". Noting there is limited space provided for Part E, F & G, applicants often indicate "refers to Curriculum Vitae (CV) or see attached", this is acceptable as long as the CV has been attached and provides the required information. If the information is not provided in the CV, the applicant may be disqualified. It must be noted that a CV is an extension of the Z83 application form for employment and applicants are accountable for the information that is provided therein. The questions related to conditions that prevent re-appointment under Part F must be answered with Yes or No as provided on the Z83 application form, however if it is not applicable to the applicant, it is acceptable to indicate N/A. A specific reference number indicated on the post applied for must be quoted in the Column "Reference Number" on Z83 application form. Applicants with foreign qualifications remain responsible for ensuring that their qualifications are evaluated by the South African Qualifications Authority (SAQA). Successful incumbents will be expected to sign a performance agreement within one month after assumption of duty. The successful candidate will also be required to disclose their financial interest in accordance with the prescribed regulations. All shortlisted candidates for SMS posts will be subjected to technical exercise and interview. Following the technical exercise and interview, a maximum of three (3) SMS candidates will undergo psychometric assessments to assess cognitive capabilities, behavioural preferences, emotional intelligence, and

integrity. A Pre-entry certificate obtained from National School of Government (NSG) is required to all SMS applications. To access the pre-certificate course, please visit: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. As per Department of Public Service and Administration (DPSA) directive on Human Resource Management and Development for Public Service Professionalization Volume 1 number 1.32.1, "All shortlisted candidates, including SMS shall undertake two pre- entry assessments. One will be a practical exercise and other will be an Integrity (Ethical Conduct) Assessment. All shortlisted candidates will be subjected to a security clearance and verification of qualifications and will be subjected to Personnel Suitability Check for Security reasons. Certified copies of educational qualifications, academic records, identity documents and a valid driver's licence (where required) will only be submitted by shortlisted candidates to HR on or before the day of the interview date. Kindly note that No payment of any kind is required when applying for posts advertised in this circular. The advert will also be accessible on the following websites www.ldtcs.limpopo.gov.za / www.limpopo.gov.za and www.dpsa.gov.za / <https://erecruitment.limpopo.gov.za> / Provincial departments and social media platform. Communication will only be with shortlisted candidates and if you do not receive any response from us within 90 days /three (3) months after the closing date, you may regard your application as unsuccessful. However, should there be any dissatisfaction, applicants are hereby advised to seek reasons for the above administration action in terms of Promotion of Administrative Justice Act (PAJA), Act No.3 of 2000). Due to austerity measures the department will not carry any related costs (transport, accommodation and meals) for candidates attending interviews. The Department reserves the right to fill or not to fill the advertised posts. The employment decision shall be informed by the Employment Equity Plan of the Department.

MANAGEMENT ECHELON

<u>POST 30/162</u>	:	<u>DIRECTOR: TRANSPORT SAFETY PROMOTION REF NO: LDTCS H01/2026</u>
<u>SALARY</u>	:	R1 317 384 per annum (Level 13), (all-inclusive remuneration package). The inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employee Pension Fund, a medical fund and flexible portion which may be structured in terms of applicable rules.
<u>CENTRE REQUIREMENTS</u>	:	Head Office (Polokwane)
	:	A National Senior Certificate / an equivalent plus an appropriate qualification (NQF 7) in Public Administration/Management / Social Sciences/Office Administration or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority (SAQA). Proof of completion of the SMS pre-entry programme (Nyukela) upon the appointment. Five (5) years' experience at middle / senior managerial level in the same or related field. Valid driver's license (except for persons with disabilities). Core And Process Competencies: Strategic Capability and Leadership; Knowledge of Change management principles; People Management and Empowerment, Programme and Project Management; Financial Management, Computer Literacy; Knowledge Management, Service Delivery Innovation; Problem Solving and Analysis; Client Orientation and Customer Focus; Communication; Negotiation skills and understanding supply chain management principles. Extensive knowledge and understanding of the legislative framework governing the Public Service i.e Public Service Act, Public Service Regulations, Basic Conditions of Employment Act, Public Finance Management Act, Labour Relations Act, Skills Development Act, etc. Knowledge And Skills Extensive knowledge and understanding of the legislative framework governing the Public Service i.e. Public Service Act, Public Service Regulations, Basic Conditions of Employment Act, Public Finance Management Act, Labour Relations Act, Skills Development Act, etc. Ability to work in a highly pressured environment and driven by a sense of urgency to meet deadlines. Financial Management, Strategic capability and leadership, People Management and empowerment, Programme and project management, Service delivery innovation, problem solving analysis, client orientation and customer focus, communication. Extensive experience in Human resource development, skills development and training. Sound and in-depth experience and knowledge of

		relevant prescripts, policies, processes, procedures in Public Service. Ability to work in a highly pressured environment and driven by a sense of urgency to meet deadlines.
<u>DUTIES</u>	:	Develop, manage and monitor the implementation of transport and community safety education promotion and community outreach policies and strategies in the province. Manage and monitor the implementation of community and transport safety education programmes and communication strategies. Manage and evaluate the execution of transport and community and transport safety education and communication performance plans in the province. Manage and evaluate the impact of community and transport safety community outreach awareness performance plans, policies and strategies in the province. Manage and utilize resources (financial, human and physical) in accordance with relevant directives and legislation.
<u>ENQUIRIES</u>	:	Ms. Phasha I.M Tel No: (015) 295 1036, Ms. Mswazi MM Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260
<u>POST 30/163</u>	:	<u>DIRECTOR: HUMAN RESOURCE MANAGEMENT REF NO: LDTCS H02/2026</u>
<u>SALARY</u>	:	R1 317 384 per annum (Level 13), (all-inclusive remuneration package). The inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employee Pension Fund, a medical fund and flexible portion which may be structured in terms of applicable rules.
<u>CENTRE</u>	:	Head Office (Polokwane)
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus an appropriate qualification (NQF 7) in Human Resource Management/Public Administration/Management / Office Administration or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority (SAQA). Proof of completion of the SMS pre-entry programme (Nyukela) upon the appointment. Five (5) years' experience at middle/senior managerial level in Human Resource Management or related field. Valid driver's license (except for persons with disabilities). Core And Process Competencies: Strategic Capability and Leadership; Knowledge of Change management principles; People Management and Empowerment, Programme and Project Management; Financial Management; Knowledge Management, Service Delivery Innovation; Problem Solving and Analysis; Client Orientation and Customer Focus; Communication; Negotiation skills and understanding supply chain management principles, Strategic capability and leadership, People management and empowerment, Project management, Financial management, Change management, Knowledge management, Service delivery innovation, Problem solving and analysis, Client orientation and customer service, Verbal and written communications skills, Computer literacy (MS Office and PERSAL), Analytical skills. Knowledge And Skills: Knowledge of relevant Acts, Policies and Prescripts, Knowledge of relevant HR practices in the Public Service, Knowledge of relevant HR formulas, Knowledge of interdependencies in other areas, Knowledge of the mandate and objectives of the department, PERSAL knowledge, Knowledge of change management principles, Knowledge of retention practices and principles, Understanding of supply chain management principles, Knowledge and experience in the HR field, Knowledge of PMDS Extensive knowledge and understanding of the legislative framework governing the Public Service i.e. Public Service Act, Public Service Regulations, Basic Conditions of Employment Act, Public Finance Management Act, Labour Relations Act, Skills Development Act, etc. Ability to work in a highly pressured environment and driven by a sense of urgency to meet deadlines. Financial Management, Strategic capability and leadership, People Management and empowerment, Programme and project management, Service delivery innovation, problem solving analysis, client orientation and customer focus, communication.
<u>DUTIES</u>	:	Provide leadership and strategic direction in the Directorate. Manage human resource administration services. Manage the co-ordination of capacity development programs. Manage the implementation of performance management systems in line with government directives and departmental policies. Manage and facilitate human resource strategy, planning and information systems. Manage organizational design, job evaluation and process improvement.
<u>ENQUIRIES</u>	:	Ms. Phasha I.M: Tel No: (015) 295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260

<u>POST 30/164</u>	:	<u>DIRECTOR: LABOUR RELATIONS AND LEGAL SERVICES REF NO: LDTCS (H03/2026)</u>
<u>SALARY</u>	:	R1 317 384 per annum (Level 13), (all-inclusive remuneration package). The inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employee Pension Fund, a medical fund and flexible portion which may be structured in terms of applicable rules.
<u>CENTRE</u>	:	Head Office (Polokwane)
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 7) in Legal/Labour Relations /Public Administration/Management / Social Sciences/Office Administration or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority (SAQA). Proof of completion of the SMS pre-entry programme (Nyukela) upon the appointment. Five (5) years' experience at middle/senior management level in Legal/Labour Relations field. Valid driver's license (except for persons with disabilities). Core And Process Competencies: Strategic Capability and Leadership; Knowledge of Change management principles; People Management and Empowerment, Programme and Project Management; Financial Management; Knowledge Management, Service Delivery Innovation; Problem Solving and Analysis; Client Orientation and Customer Focus; Communication; Negotiation skills and understanding supply chain management principles, Strategic capability and leadership, People management and empowerment, Project management, Financial management, Change management, Knowledge management, Service delivery innovation, Problem solving and analysis, Client orientation and customer service, Verbal and written communications skills, Computer literacy (MS Office and PERSAL), Analytical skills. Knowledge And Skills: Extensive knowledge and understanding of the legislative framework governing the Public Service i.e. Public Service Act, Public Service Regulations, Basic Conditions of Employment Act, Public Finance Management Act, Labour Relations Act, Skills Development Act, etc. Ability to work in a highly pressured environment and driven by a sense of urgency to meet deadlines. Financial Management, Strategic capability and leadership, People Management and empowerment, Programme and project management, Service delivery innovation, problem solving analysis, client orientation and customer focus, communication.
<u>DUTIES</u>	:	Manage and coordinate development of departmental policies. Ensure consistent application of disciplinary code and procedure for the public service. Represent the employer in resolving disputes. Manage grievances and constitute internal Conciliation Boards. Manage and monitor industrial Actions. Coordinate vetting documents and coordinating litigations and giving legal advice
<u>ENQUIRIES</u>	:	Ms. Phasha I.M: Tel No: (015) 295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260

OTHER POSTS

<u>POST 30/165</u>	:	<u>CONTROL PROVINCIAL INSPECTOR (X2 POSTS)</u>
<u>SALARY</u>	:	R932 292 per annum (Level 11), (all-inclusive remuneration package). The inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employee Pension Fund, a medical fund and flexible portion which may be structured in terms of applicable rules.
<u>CENTRE</u>	:	Capricorn District-Polokwane Ref No: LDTCS C1/2026 Sekhukhune District -Lebowakgomo Ref No: LDTCS S1/2026
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in Traffic Management or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority (SAQA). Undergraduate qualification NQF level 6 or equivalent qualifications as recognized by South African Qualifications Authority (SAQA). Basic Diploma for Traffic Law Enforcement. A qualification in Road Traffic / Traffic Management will be an added advantage. Three (3) years' experience as Chief Provincial Inspector. 7-10 years working experience in the traffic law enforcement field. Five (5) years' experience of which three (3) years must be at Junior Management/Assistant Director level in traffic law enforcement field. Not been declared unfit to possess a firearm as contemplated in the Firearm

		Control Act, 2000 (Act no 60 of 2000), or other relevant legislation. Valid driver's license (with exception of persons with disabilities). No criminal record. Core And Process Competencies: Strategic Capability and Leadership, Programme and Project Management, Change Management, Financial Management, Knowledge Management, Problem solving and Analysis, Client Orientation People and Customer focus, Communication. Knowledge And Skills: Knowledge of Road Traffic and Safety Acts, Accident reconstruction, knowledge of criminal procedure Act, Road Safety history and current situation in SA, PFMA, Negotiation skills, Conflict resolution, Problem solving and presentation skills, Ability to communicate at all levels, Ability to analyse the findings and make recommendations, understanding of legislatures governing the public service i.e. Public Service Act and Public Service Regulation. Public service knowledge, Negotiation, High level reporting skill.
<u>DUTIES</u>	:	Manage and enforce National Road Traffic Act 93/1996, National Land Transport Act 5/2009 and other related legislations. Manage implementation of operational law enforcement and road safety plans. Manage registration of operational law enforcement. Manage provision of traffic operational resources. Manage traffic information and management systems. Provide incident management systems.
<u>ENQUIRIES</u>	:	Ms. Lepulana MM at 073 170 6748, Ms. Maphoto SM at 071 946 856 (Capricorn) / Mr. Mabitsela M: Tel No: (015) 632 9529, Ms. Malope T: Tel No: (015) 632 9531 (Sekhukhune)
<u>POST 30/166</u>	:	<u>DEPUTY DIRECTOR: STRATEGIC PLANNING AND POLICY COORDINATION REF NO: LDTCS H04/2026</u>
<u>SALARY</u>	:	R932 292 per annum (Level 11), (all-inclusive remuneration package). The inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employee Pension Fund, a medical fund and flexible portion which may be structured in terms of applicable rules.
<u>CENTRE REQUIREMENTS</u>	:	Head Office (Polokwane)
	:	A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in Public Administration/ Development /Management or Social Science on or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority (SAQA). Five (5) years' experience of which three (3) years must be at Junior Management / Assistant Director level in the same or related field. Valid driver's license (with exception of persons with disability). Core And Process Competencies: Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem solving and Analysis, Client Orientation and Customer focus, Communication. Knowledge And Skills: Sound and in-depth knowledge of relevant prescripts and understanding of the legislative framework governing the Public Service i.e Public Service Act, Public Service Regulations, Labour Relations Act, Public Finance Management Act, Strategic Planning, Policy Review and Development, Understanding of the Revised Framework for Strategic Plans and Annual Performance Plans (2019) and the National and Provincial policy Framework, National Development Plan, Limpopo Development Plan, Computer literacy, Report writing, Good understanding of the PFMA, Strategic Planning, Annual Performance Plan and Operational Plans, Leadership, Financial Management, Policy analysis and policy development skills, Thorough knowledge of Public Service policies and procedures, Project Management and Project planning ,Customer Service ,Self- Management ,Diversity Management ,Change Management ,Strategic Planning and organising ,Policy Analysis and review, Problem solving skills, People Management, Communication skills, Leadership skills ,Creativity and innovation ,Policy development skills, Teamwork orientation, Improvement orientation.
<u>DUTIES</u>	:	Manage and coordinate the development of departmental Planning documents for consolidation. Manage and coordinate the submission of departmental reports for consolidation. Manage and coordinate the development / review of Policies and Procedure Manuals. Manage and coordinate submission of Policies to MANLAB for discussion and endorsement. Manage and supervise subordinates and utilize resources in accordance with relevant directives and legislation.

<u>ENQUIRIES</u>	:	Ms. Phasha I.M: Tel No: (015) 295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260
<u>POST 30/167</u>	:	<u>DEPUTY DIRECTOR: ACCOUNTING AND REPORTING REF NO: LDTCS H06/2026</u>
<u>SALARY</u>	:	R932 292 per annum (Level 11), (all-inclusive remuneration package). The inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employee Pension Fund, a medical fund and flexible portion which may be structured in terms of applicable rules.
<u>CENTRE REQUIREMENTS</u>	:	Head Office (Polokwane) A National Senior Certificate / an equivalent plus an undergraduate qualification (NQF level 6) in Financial Management/Accounting or equivalent qualifications as recognized by South African Qualifications Authority (SAQA). Five (5) years' experience of which three (3) years must be at Junior Management / Assistant Director level in the same or related field. Valid driver's license (with exception of persons with disability). Core And Process Competencies: Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem solving and Analysis, Client Orientation and Customer focus, Communication. People Management, Financial Management, Problem Solving, Planning & organizing, Time Management, Policy analysis, Good Communication skills; Facilitation skills; Presentation skills; Coordination skills. Knowledge And Skills: Advanced computer literacy, Knowledge of PFMA, BAS, PERSAL, LOGIS, Treasury regulations, Financial Management, Project Management, Programme Management, Risk identification and management, extensive knowledge and interpretation of accounting and reporting standards and good understanding of government Standard Chart of accounts, Sound and in-depth knowledge of relevant prescripts and understanding of the legislative framework governing the Financial Management Treasury Regulations, Financial Practise Notes, Public Service Act, Public Service Regulations, Labour Relations Act, Public Finance Management Act.
<u>DUTIES</u>	:	Prepare Annual and Quarterly financial statements. Manage clearing of suspense account. Manage bookkeeping and bank reconciliation. Prepare Annual and Quarterly financial statements. Manage subordinates.
<u>ENQUIRIES</u>	:	Ms. Phasha I.M: Tel No: (015) -295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260
<u>POST 30/168</u>	:	<u>DEPUTY DIRECTOR: ASSURANCE SERVICES REF NO: LDTCS H07/2026</u>
<u>SALARY</u>	:	R932 292 per annum (Level 11), (all-inclusive remuneration package). The inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employee Pension Fund, a medical fund and flexible portion which may be structured in terms of applicable rules.
<u>CENTRE REQUIREMENTS</u>	:	Head Office (Polokwane) A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in in Auditing/Accounting or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority SAQA). Registration in the professional body such as Institute of Internal Auditors (registered as CIA), South African Institute of Chartered Accountants (CA-SA) or Internal Control Institute will be added advantage. Five (5) years' experience of which three (3) years must be at Junior Management / Assistant Director level in the same or related field. Valid driver's license (with exception of persons with disability). Core And Process Competencies: Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem solving and Analysis, Client Orientation and Customer focus, Communication. People Management, Financial Management, Problem Solving, Planning & organizing, Time Management, Policy analysis, Good Communication skills; Facilitation skills; Presentation skills; Coordination skills. Knowledge And Skills: Advanced computer literacy, Knowledge of PFMA, BAS, PERSAL, LOGIS, Treasury regulations, Financial Management, Project Management, Programme Management, Risk identification and management, extensive knowledge and interpretation of accounting and reporting standards and good understanding of government Standard Chart of accounts, Sound and in-depth

		knowledge of relevant prescripts and understanding of the legislative framework governing the Financial Management, Treasury Regulations, Financial Practise Notes, Public Service Act, Public Service Regulations, Labour Relations Act, Public Finance Management Act.
<u>DUTIES</u>	:	Supervise coordination and quality assurance of requested information and responses to audit matters from assurance providers within standardized timeframe. Analyze audit findings raised by AGSA, SIAS and other Assurance Providers. Discuss the audit findings with affected directorates. Monitor the implementation of the action plans and ensure that progress is reported to Provincial Treasury and Executive Management. Report and update on the progress made on mitigation measures. Coordinate meeting between the department and Assurance Providers
<u>ENQUIRIES</u>	:	Ms. Phasha I.M: Tel No: (015) -295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260
<u>POST 30/169</u>	:	<u>CHIEF PROVINCIAL INSPECTOR: MANTSOLE TRAFFIC CONTROL CENTRE REF NO: LDTCS W01/2026</u>
<u>SALARY</u>	:	R605 702 per annum (Level 10)
<u>CENTRE</u>	:	Waterberg District (Bela-Bela)
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent, Basic Diploma for Traffic Law Enforcement plus an appropriate undergraduate qualification (NQF 6) in Traffic Management or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority (SAQA). 3 - 5 years' experience as Principal Provincial Inspector. 7-10 years working experience in the traffic law enforcement field. Not been declared unfit to possess a firearm as contemplated in the Firearm Control Act, 2000 (Act no 60 of 2000), or other relevant legislation. Valid driver's license (with exception of persons with disabilities) No criminal record. Core And Process Competencies: Strategic Capability and Leadership, People Management and Strategic Capability and Leadership, Programme and Project Management, Change Management, Financial Management, Knowledge Management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Knowledge of Road Traffic and Safety Acts, Accident reconstruction, Knowledge of Criminal Procedure Act, Road Safety history and current situation in SA, PFMA, negotiation skills, Conflict resolution, problem solving and Presentation skills, ability to communicate at all levels. Ability to analyse the findings and make recommendations, understanding of the legislative framework governing the public service i.e., Public Service Act, Public Service Regulation. Public service knowledge, negotiations, Public Service Knowledge, high level report writing skills.
<u>DUTIES</u>	:	Manage Compliance with the Firearm Control Act 60 of 2000. Ensure effective and Efficient Leadership. Manage Service delivery improvement. Manage Human Resources & Financial management. Ensure effective and Efficient Asset management.
<u>ENQUIRIES</u>	:	Mr. Motloutsi F Tel No: (014) 718 2335, Ms. Monyai RE Tel No: (015) 718 2330.
<u>POST 30/170</u>	:	<u>ASSISTANT DIRECTOR: TRANSPORT SAFETY PROMOTIONS REF NO: LDTCS H08/2026</u>
<u>SALARY</u>	:	R487 197 per annum (Level 09)
<u>CENTRE</u>	:	Head Office (Polokwane)
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in in Transport Management or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority SAQA). 3 years' experience at supervisory level in the same or related field. Valid Driver's Licence (Except for people with disabilities). Core And Process Competencies: Extensive knowledge of Traffic management policies and regulations, Relevant Legislation and Traffic management regulations, Communication skills, Problem Solving and Analysis, Knowledge Management, Service Delivery and Innovation, Client Orientation and Customer Focus. Knowledge And Skills: Sound and depth knowledge of and understanding of the legislative framework governing the public service i.e., Public Service Act, Public Service Regulation, National Land Transport Act. Public service knowledge, negotiations, Public Service Knowledge, Facilitation skills, Computer literacy, Project Management, PFMA, Supply Chain Management, Labour Relation Act, Performance Management, Public

		Relations, Strategic Planning, Marketing, Coordination and administration skills, Report writing skills, Quality management, Written and verbal communication skills.
<u>DUTIES</u>	:	Coordinate and monitor Road Safety awareness programmes. Coordinate and monitor Road Safety Awareness projects. Coordinate and monitor Road Safety Outreach projects. Facilitate the procurement of Road Safety promotional material.
<u>ENQUIRIES</u>	:	Ms. Phasha I.M: Tel No: (015) 295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260
<u>POST 30/171</u>	:	<u>ASSISTANT DIRECTOR: PROVINCIAL REGULATIONS ENTITY (PRE) SECRETERIAT SERVICES REF NO: LDTCS H09/2026</u>
<u>SALARY</u>	:	R487 197 per annum (Level 09)
<u>CENTRE</u>	:	Head Office (Polokwane)
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in Transport Management / Transport Management / Transport Economics / Logistics or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority (SAQA). 3 years' experience at supervisory level in the same or related field. Valid Driver's Licence (Except for people with disabilities). Core And Process Competencies: Extensive knowledge of Traffic management policies and regulations, Relevant Legislation and Traffic management regulations, Communication skills, Problem Solving and Analysis, Knowledge Management, Service Delivery and Innovation, Client Orientation and Customer Focus. Knowledge And Skills: Sound and depth knowledge of and understanding of the legislative framework governing the public service i.e., Public Service Act, Public Service Regulation, National Land Transport Act. Public service knowledge, negotiations, Public Service Knowledge, Facilitation skills, Computer literacy, Coordination and administration skills, Report writing skills, Quality management, Written and verbal communication skills.
<u>DUTIES</u>	:	Render secretariat services to the Provincial Regulating Entity (PRE). Render administration and logistics services pertaining to the publishing of operating license applications. Render administrative support services to the Provincial Regulating Entity (PRE).
<u>ENQUIRIES</u>	:	Ms. Phasha I.M: Tel No: (015) 295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260
<u>POST 30/172</u>	:	<u>ASSISTANT DIRECTOR: OPERATING LICENSING ADMINISTRATION REF NO: LDTCS H10/2026</u>
<u>SALARY</u>	:	R487 197 per annum (Level 09)
<u>CENTRE</u>	:	Head Office (Polokwane)
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in Transport Management / Transport Management / Transport Economics / Logistics or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority (SAQA). 3 years' experience at supervisory level in the same or related field. Valid Driver's Licence (Except for people with disabilities). Core And Process Competencies: People Management, Financial Management, Problem Solving, Planning & organizing, Time Management, Good Communication skills, Facilitation and presentation skills, Conflict resolution skills, Computer literacy, Change management, Performance Management, Written and verbal communication skills, Client orientation and customer focus, Project Management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Knowledge of National Land Transport Act, 5 of 2009 and its regulations, Knowledge of all Public Transport products and programs, Public Transport history and current situation in SA, Financial Management & PFMA, Supply Chain Management, Labour Relation Act, Sound and in-depth knowledge of relevant prescripts and understanding of the legislative framework governing the Public Service i.e. Public Service Act, Public Service Regulations, Negotiation Skills, People Management, Financial Solving, Planning & Organizing, Time Management, Strategic Planning, Policy Analysis and Development, Good Communication Skills, Group dynamics, Diversity Management-ordination Skills, Leadership Skills.
<u>DUTIES</u>	:	Monitor the registration and licensing of public transport and transport operators. Monitor the resolution of transport operator conflicts. Ensure

		transport operator safety and compliance. Coordinate provincial regulatory entity hearings.
<u>ENQUIRIES</u>	:	Ms. Phasha I.M: Tel No: (015) 295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260
<u>POST 30/173</u>	:	<u>ASSISTANT DIRECTOR: PUBLIC TRANSPORT SERVICES REF NO: LDTCS C02/2026</u>
<u>SALARY</u>	:	R487 197 per annum (Level 09)
<u>CENTRE</u>	:	Capricorn (Polokwane)
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in Transport Management / Transport Management / Transport Economics / Logistics or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority SAQA). 3 years' experience at supervisory level in the same or related field. Valid Driver's Licence (Except for people with disabilities).Core And Process Competencies: People Management, Financial Management, Problem Solving, Planning & organizing, Time Management, Good Communication skills, Facilitation and presentation skills, Conflict resolution skills, Computer literacy, Change management, Performance Management, Written and verbal communication skills, Client orientation and customer focus, Project Management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Knowledge of National Land Transport Act, 5 of 2009 and its regulations, Knowledge of all Public Transport products and programs, Public Transport history and current situation in SA, Financial Management & PFMA, Supply Chain Management, Labour Relation Act, Sound and in-depth knowledge of relevant prescripts and understanding of the legislative framework governing the Public Service i.e. Public Service Act, Public Service Regulations, Negotiation Skills, People Management, Financial Solving, Planning & Organizing, Time Management, Strategic Planning, Policy Analysis and Development, Good Communication Skills, Group dynamics, Diversity Management-ordination Skills, Leadership Skills.
<u>DUTIES</u>	:	Monitor the provision of subsidized public transport services. Coordinate empowerment programmes for public transport operators. Provide technical support to municipalities. Monitoring illegal public transport operations and liaison with law enforcement.
<u>ENQUIRIES</u>	:	Ms. Phasha I.M: Tel No: (015) 295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260
<u>POST 30/174</u>	:	<u>ASSISTANT DIRECTOR: SAPS EVALUATION REF NO: LDTCS H11/2026</u>
<u>SALARY</u>	:	R487 197 per annum (Level 09)
<u>CENTRE</u>	:	Head Office (Polokwane)
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in Social Sciences / Public Administration / Development Studies/ Population Studies or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority SAQA). 3 - 5 years' experience at supervisory level in the same or related field. Valid Driver's Licence (Except for people with disabilities). Core And Process Competencies: People Management, Financial Management, Problem Solving, Planning & organizing, Time Management, Good Communication skills, Facilitation and presentation skills, Conflict resolution skills, Computer literacy, Change management, Performance Management, Written and verbal communication skills, Client orientation and customer focus, Project Management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication, Self-motivated, Team leadership ,Result oriented ,Customer focused and Responsiveness, Willingness to work flexible hours, Interpersonal relations. Knowledge And Skills: Extensive knowledge and application of legislation, policies and procedures, Monitoring and Evaluation processes and methods, Good governance and Batho-Pele Principles, Diversity Management, Performance Management and Development System, The Constitution of the Republic of South Africa, Public Finance Management Act (PFMA) and Treasury Regulations, Public Service Act and Regulations, SAPS Act, Civilian Secretariat for Police Act, Advanced Computer literacy (Excel, PowerPoint, Ms. word),Planning and Organising, Project Management, Good written and verbal Communication, Change Management, People management and Empowerment, Problem solving ,Advanced Business Writing, Presentation

		skills, Conflict Management skills, Analytical, Innovative and Decision-making skills, Budgeting and Financial Management.
<u>DUTIES</u>	:	Coordinate implementation of oversight activities at district level. Monitor implementation of oversight recommendations by SAPS. Ensure Stakeholder Management. Ensure Data Management. Management of resources (Human and Physical) through supervision of subordinates.
<u>ENQUIRIES</u>	:	Ms. Phasha I.M: Tel No: (015) 295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260
<u>POST 30/175</u>	:	<u>ASSISTANT DIRECTOR: COMMUNITY POLICING POLICY REF NO: LDTCS H12/2026</u>
<u>SALARY</u>	:	R487 197 per annum (Level 09)
<u>CENTRE</u>	:	Head Office (Polokwane)
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in Social Sciences / Public Administration / Research/ Criminology / Policing or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority SAQA). 3 - 5 years' experience at supervisory level in the same or related field. Valid Driver's Licence (Except for people with disabilities). Core And Process Competencies: Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Knowledge of policies that inform Crime Prevention: NCPS and PSPS, Knowledge of relevant legislations, Knowledge on the operation of SAPS, Knowledge of Policies related to Community Safety partnerships, Record keeping skills, Problem solving skills, Communication skills, Report writing skills, Presentation skills, Conflict Management skills, Policy analysing skills, Record keeping skills.
<u>DUTIES</u>	:	Coordinate the development of policing policies. Coordinate policy consultation workshops. Facilitate the implementation of policing policy. Manage stakeholder relations.
<u>ENQUIRIES</u>	:	Ms. Phasha I.M: Tel No: (015) 295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260
<u>POST 30/176</u>	:	<u>ASSISTANT DIRECTOR: KNOWLEDGE AND INFORMATION MANAGEMENT REF NO: LDTCS H13/2026</u>
<u>SALARY</u>	:	R487 197 per annum (Level 09)
<u>CENTRE</u>	:	Head Office (Polokwane)
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in Information Management / Records Management, Social Sciences / Public Administration / Development Studies / Population Studies or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority SAQA). 3 - 5 years' experience at supervisory level in the same or related field. Valid Driver's Licence (Except for people with disabilities). Core And Process Competencies: Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Planning & Organising, Good Communication skills, Diversity Management, Facilitation Skills, Co-ordination Skills, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Sound and in-depth knowledge of relevant prescripts and applications of Information and knowledge Management as well as understanding of the legislative framework governing the Public Service i.e Public Service Act, Public Service Regulations, Labour Relations Act, Public Finance Management Act, Through understanding of Policy analysis.
<u>DUTIES</u>	:	Facilitate implementation of information and knowledge services. Facilitate the management of information repository. Integrate departmental information. Render library services.
<u>ENQUIRIES</u>	:	Ms. Phasha I.M: Tel No: (015) -295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260

POST 30/177 : **ASSISTANT DIRECTOR: APPLICATION DEVELOPMENT AND MAINTENANCE REF NO: LDTCS H14/2026**

SALARY : R487 197 per annum (Level 09)
CENTRE : Head Office (Polokwane)
REQUIREMENTS : A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in Information Technology, Computer Science, Information Systems, Software Development, or ICT related qualification in the relevant field / area as recognized by the South African Qualification Authority (SAQA). Experience in Microsoft technologies, SharePoint, Power Platform, open-source technologies, web development, workflow automation, and database management will serve as an added advantage. 3 - 5 years' experience at supervisory level in Information Technology field. Valid Driver's Licence (Except for people with disabilities). Core And Process Competencies: Knowledge of systems development lifecycle (SDLC), application development, implementation, and maintenance, Knowledge of web-based application development technologies, frameworks, and systems integration, Understanding database design, SQL, APIs, workflow automation, and digital business solutions, Knowledge of Microsoft technologies including Power Platform, SharePoint, ASP.NET, C#, and .NET Framework, Knowledge of open-source technologies such as PHP, MySQL, JavaScript, HTML, CSS, Angular, React, Node.js, and related web technologies, Understanding of cloud-based solutions, web services, hosting environments, and digital platforms, Knowledge of software testing, debugging, deployment, version control, and change management processes, Understanding of ICT governance, cybersecurity, backup, disaster recovery, and access control principles, Knowledge of ICT legislation, policies, standards, and Public Service regulatory frameworks. Knowledge And Skills: Software and web application development skills using technologies such as ASP.NET, C#, PHP, JavaScript, HTML, CSS, SQL, and related frameworks, SharePoint development and administration skills, Workflow automation and digital solution development, Database management and SQL querying, Systems integration, configuration, and deployment, Technical troubleshooting and problem-solving, Systems analysis and business requirements gathering, User support, technical support, and systems maintenance, ictal documentation and report writing, Research, analytical, and project coordination skills. Communication (verbal and written) skills.

DUTIES : Develop and implement departmental ICT systems and applications. Develop and enhance departmental ICT portals, SharePoint solutions, and workflow automation. Maintain, support, and improve departmental ICT systems and digital solutions. Conduct systems analysis, testing, documentation, user support, and ICT compliance activities.

ENQUIRIES : Ms. Phasha I.M: Tel No: (015) -295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260

POST 30/178 : **ASSISTANT DIRECTOR: FACILITIES AND AUXILIARY SERVICES REF NO: LDTCS H15/2026**

SALARY : R487 197 per annum (Level 09)
CENTRE : Head Office (Polokwane)
REQUIREMENTS : A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in Social Sciences/Public Administration/Management or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority (SAQA). 3 - 5 years' experience at supervisory level in the same or related field. Valid Driver's Licence (Except for people with disabilities). Core And Process Competencies: Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Sound and in-depth knowledge of relevant prescripts and understanding of the legislative framework governing the Public Service i.e Public Service Act, Public Service Regulations, Labour Relations Act, Public Finance Management Act.

DUTIES : Ensure provision of photocopier machines. Ensure provision of telecommunication service. Supervise cleaning services. Handle office furniture. Provide lease management.

<u>ENQUIRIES</u>	:	Ms. Phasha I.M: Tel No: (015) -295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260
<u>POST 30/179</u>	:	<u>ASSISTANT DIRECTOR: HUMAN RESOURCE ADMINISTRATION REF NO: LDTCS H16/2026 (X2 POSTS)</u>
<u>SALARY</u>	:	R487 197 per annum (Level 09)
<u>CENTRE</u>	:	Head Office (Polokwane)
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in Human Resource Management or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority (SAQA). PERSAL certificate / results. 3 - 5 years' experience at supervisory level in the same or related field. Valid Driver's Licence (Except for people with disabilities). Core And Process Competencies: Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Job Knowledge/ Knowledge management, Teamwork, Client focus, Communication, Confidentiality. Knowledge And Skills: Sound and in-depth knowledge of relevant prescripts and understanding of the legislative framework governing the Public Service i.e. Public Service Act, Public Service Regulations, Labour Relations Act, Public Finance Management Act, Computer literacy, Management skills, Negotiating skills, Innovative thinking, PERSAL, Written and verbal communication skills, Decision making, Strong leadership and team building skill, Policy development skills, Planning and organizing skills.
<u>DUTIES</u>	:	Facilitate recruitment and selection processes. Facilitate the transfer, secondment and resettlement of employees. Facilitate remunerative work outside the Department (RWOPS) and financial disclosure. Facilitate the administration of service benefits. Facilitate the administration of service terminations and pension processes.
<u>ENQUIRIES</u>	:	Ms. Phasha I.M: Tel No: (015) -295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260
<u>POST 30/180</u>	:	<u>ASSISTANT DIRECTOR: STRATEGIC PLANNING AND POLICY COORDINATION REF NO: LDTCS H17/2026 (X2 POSTS)</u>
<u>SALARY</u>	:	R487 197 per annum (Level 09)
<u>CENTRE</u>	:	Head Office (Polokwane)
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in Social Sciences/Public Administration/Developmental Studies/ or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority SAQA. 3- 5 years' experience at supervisory level in the same or related field. Valid Driver's Licence (Except for people with disabilities). Core And Process Competencies: Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Sound and in-depth knowledge of relevant prescripts and understanding of the legislative framework governing the Public Service i.e Public Service Act, Public Service Regulations, Labour Relations Act, Public Finance Management Act, Understanding of the revised Framework for Strategic Plans and Annual Performance Plans (2019), National & Provincial Policy Framework, National Developmental Plan, LDP as Amended, Strategic Planning, Monitoring & Evaluation and Policy Development.
<u>DUTIES</u>	:	Coordinate the development of Departmental Planning documents (Strategic Plans, Annual Performance Plans & Operational Plans) for consolidation. Coordinate submission of Departmental reports for consolidation. Coordinate the development of departmental operational plans for consolidation and filing. Coordinate the development / review of policies and procedure manuals.
<u>ENQUIRIES</u>	:	Ms. Phasha I.M: Tel No: (015) 295 1036, Ms. Mswazi MM: 015 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260

POST 30/181 : **ASSISTANT DIRECTOR: INTERNAL COMMUNICATIONS AND GRAPHIC DESIGN SERVICES REF NO: LDTCS H18/2026**

SALARY : R487 197 per annum (Level 09)
CENTRE : Head Office (Polokwane)
REQUIREMENTS : A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in Multimedia Arts, Graphic Design, Film & Video Production, or Digital Media or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority SAQA). 3- 5 years' experience at supervisory level in the same or related field. Valid Driver's Licence (Except for people with disabilities). Core And Process Competencies: Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Knowledge of animation and motion graphics, Familiarity with web design and development, Excellent attention to detail, Strong organizational and time-management skills, Ability to work independently and as part of a team, Good communication skills, Expertise in Adobe Creative Suite, particularly After Effects and Premiere Pro, Knowledge of HTML, CSS, and JavaScript, Experience with 3D modelling and animation software, Excellent communication and collaboration skills, Ability to manage multiple projects and meet deadlines, Creative problem-solving skills, Certification in multimedia design or related areas, Professionalism, Accuracy, Flexibility, Able to Work Independently, Co-operative, Team player, Supportive, Willing to work under changing and difficult circumstances, Government video documentaries and live streaming, Television and online broadcast, Concept and Video Script writing. Video Documentary Research, Video capturing, Video editing and video filming, Knowledge in recording operating the sound system, cabling and patching, Excellent attention to detail, Ability to work independently and as part of a team.

DUTIES : Manage, plan and produce Videography & Multimedia services. Develop multimedia processes of video editing and post-production for the department in ways that reflect innovation & implement special requirements in covering government programmes and activities. Provide photographic services support. Provide technical support and innovation services for multimedia.

ENQUIRIES : Ms. Phasha I.M: Tel No: (015) 295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260

POST 30/182 : **ASSISTANT DIRECTOR: EVENTS MANAGEMENT REF NO: LDTCS H19/2026**

SALARY : R487 197 per annum (Level 09)
CENTRE : Head Office (Polokwane)
REQUIREMENTS : A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in Communications, Journalism, Marketing, Event Management or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority SAQA. 3 - 5 years' experience at supervisory level in the same or related field. Valid Driver's Licence (Except for people with disabilities). Core And Process Competencies: Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Knowledge of Health and Safety laws- Every event should comply with the health and safety laws to minimize risks to attendees, Permits and Licenses- To hold an event and comply with recommendations, Insurances- All the events require public liability insurance for outside and mass events, Contracts and Agreements-To outline responsibilities and liabilities, PFMA ,People Management skills, Communication and interpersonal skills, Excellent organizational skills, Time management, Problem Solving, Attention to detail, Facilitation, Monitoring and evaluation, Presentation, Negotiating skill, Creativity skill, Adaptability skill, Stress management ,Conflict resolution, People Management skills, Communication and interpersonal skills, Excellent organizational skills, Time management, Problem Solving, Attention to detail, Facilitation, Monitoring and evaluation, Presentation, Negotiating skill, Creativity skill, Adaptability skill, Stress management, Conflict resolution.

<u>DUTIES</u>	:	Coordinate departmental calendar of events. Develop and implement events management plan for all the events. Coordinate events management workshops. Coordinate standard departmental guest list. Supervise subordinates in accordance with relevant directives and legislation.
<u>ENQUIRIES</u>	:	Ms. Phasha I.M: Tel No: (015) 295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260
<u>POST 30/183</u>	:	<u>PRINCIPAL PROVINCIAL INSPECTOR (X4 POSTS)</u>
<u>SALARY CENTRE</u>	:	R413 001 per annum (Level 08)
	:	Sekhukhune District Rathoke Traffic Control Centre Ref No: LDTCS S02/2026 (X1 Post)
	:	Mopani District Maruleng Traffic Station Ref No: LDTCS M01/2026 (X1 Post)
	:	Waterberg PTU Ref No: LDTCS W02/2026 (X1 Post)
	:	Zebediela Ref No: W03/2026 (X1 Post)
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent, Basic Traffic Diploma plus an appropriate undergraduate qualification (NQF 6) in Traffic Management or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority (SAQA). 6 – 10 years working experience in Traffic Law Enforcement field; Valid Driver's Licence. A minimum of 3 years as Senior Provincial Inspector. The applicants must not have been declared unfit to possess a firearm as contemplated in the Firearm Control Act, 2000 (Act no 60 of 2000), or other relevant legislation. No Criminal record. Core And Process Competencies: Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Extensive experience in road traffic and Public Transport policies and regulations, Law enforcement knowledge in traffic and Public Transport, Vehicle inspections, Vehicle Impoundment, Completion of law Enforcement Documents, Records management, Resource management, Customer relationship management, Planning, Organizing, Leading ,Controlling ,Monitoring, People Management ,Service delivery, Communication ,Decision making ,Results and quality management ,Problem solving, Writing & Reporting, Labour Relations ,Driving skills, Investigations skills, Motivational skills, Innovation/ continuous improvement, Analytical skills, Computer literacy, Operations/Projects management.
<u>DUTIES</u>	:	Manage and enforce Road Traffic, Public Passenger, Transport Legislation and other relevant legislations. Manage joint law enforcement activities and projects (co-operative governance). Manage resources and provide leadership and direction to all subordinates. Manage the performance of all administrative activities and related duties.
<u>ENQUIRIES</u>	:	Mr. Mabitsela M: Tel No: (015) 632 9529, Ms. Malope T: Tel No: (015) 632 9531 (Sekhukhune) / Ms. Baloyi C: T Tel No: (015) 811 7022, Mr. Banyini NG Tel No: (015) 811 7019(Mopani) /Mr. Motloutsi F: Tel No: (014) 718 2335, Ms. Monyai RE Tel No: (015) 718 2330
<u>POST 30/184</u>	:	<u>ARTISAN FOREMAN (GRADE A): PANEL-BEATING AND SPRAY-PAINTING REF NO: LDTCS C03/2026</u>
<u>SALARY CENTRE</u>	:	R397 329 per annum, (OSD)
	:	Capricorn District (Seshego Government Garage)
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus A Trade Test Certificate/Technical Diploma in Mechanical Engineering as recognized by the South African Qualification Authority (SAQA). A minimum of two (3) years' experience in the same or related. Valid driver's license (except for persons with disabilities). Core And Process Competencies: Computer literacy, problem solving, and personal skills, Time management, Good Communication skills, Professionalism, Accuracy, Independent, Team player and patience. Knowledge And Skills: Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Deep knowledge of mechanical activities, Computer literacy, Financial Management & PFMA, Written and verbal communication skills, Trustworthy, Honesty.

<u>DUTIES</u>	:	Provide Panel beating services, Provide Spray painting services, do secret marking of new vehicles for all provincial departments, fitting of number plates, do key ring tags of new vehicles for all provincial departments, do assessment and quotations of accidents vehicles, do minor stripping and assembly.
<u>ENQUIRIES</u>	:	Ms. Lepulana MM at 073 170 6748 (Capricorn), Ms. Maphoto SM at 071 946 8565
<u>POST 30/185</u>	:	<u>SENIOR PROVINCIAL INSPECTOR REF NO: LDTCS V01/2026 (X1 POST)</u>
<u>SALARY</u>	:	R338 106 per annum (Level 07)
<u>CENTRE</u>	:	Vhembe District (Sibasa Traffic Station)
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent, Basic Traffic Diploma plus an appropriate undergraduate qualification (NQF 6) in Traffic Management or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority SAQA). 3 – 5 years working experience in Traffic Law Enforcement field; Valid Driver's Licence. A minimum 3 years' experience as Provincial Inspector. The applicants must not have been declared unfit to possess a firearm as contemplated in the Firearm Control Act, 2000 (Act no 60 of 2000), or other relevant legislation. No Criminal record. Core And Process Competencies: Strategic Capability and Leadership, Programme and Project Management, Change Management, Financial Management, Knowledge Management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Knowledge of Road Traffic and Safety Acts, Accident reconstruction, Knowledge of Criminal Procedure Act, Road Safety history and current situation in S.A, negotiation skills, Conflict resolution, problem solving and Presentation skills, ability to communicate at all levels. Public service knowledge, Public Service Knowledge and report writing skills.
<u>DUTIES</u>	:	Enforce Road Traffic, Public Passenger, Transport and other relevant legislations. Examine Drivers' Licenses and Motor Vehicles and monitor compliance at Driver License Testing Centers (DLTC) and Vehicle Testing Stations (VTS). Provide visible Traffic Control/Policing and promote/ensure crime prevention activities. Perform all administrative activities and related duties. Assess Road conditions. Mentor and coach Provincial Inspectors (PI's) on probation and appointed PI's.
<u>ENQUIRIES</u>	:	Mr. Chabani T: Tel No: (015) 960 3094/ Ms. Masithi NH Tel No: (015) 960 3032 (Vhembe)
<u>POST 30/186</u>	:	<u>PERSONAL ASSISTANT: TRANSPORT REGULATION REF NO: LDTCS H20/2026</u>
<u>SALARY</u>	:	R338 106 per annum (Level 07)
<u>CENTRE</u>	:	Head Office (Polokwane)
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in in Public Management/Management Assistant/Social Sciences/Management Assistant or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority SAQA). A minimum of Two (2) experiences as Management assistant / Secretary / Administrator / related field Valid Driver's Licence (Except for people with disabilities). Core And Process Competencies: Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Batho Pele Principles, Knowledge of Office administration, Knowledge of Microsoft package, Communication, Planning, Time management, Teamwork, Verbal Communication, Report writing, Monitoring and Evaluation skills, Ability to work in multi-disciplinary teams, Advanced Computer literacy, Sound and in-depth knowledge of relevant prescripts and understanding of the legislative framework governing the Public Service i.e. Public Service Act, Public Service Regulations, Labour Relations Act, Public Finance Management Act.
<u>DUTIES</u>	:	Provide a secretarial/receptionist support service to the Director/Chief Director. Render administrative support services. Arrange Travel, Accommodation, Catering services for the Chief Directorate. Receive and Consolidate/Compile specific manuals that will contribute towards improving the smooth running of

		the office. Coordinate and compile necessary documents for the office of the Chief Director.
<u>ENQUIRIES</u>	:	Ms. Phasha I.M: Tel No: (015) 295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260
<u>POST 30/187</u>	:	<u>ADMINISTRATIVE OFFICER: TRAFFIC PROCUREMENT REF NO: LDTCS H21/2026 (X2 POSTS)</u>
<u>SALARY</u>	:	R338 106 per annum (Level 07)
<u>CENTRE</u>	:	Head Office (Polokwane)
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in Financial Management or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority SAQA). A minimum of 2 years to experience in the same or related field. Valid Driver's Licence (Except for people with disabilities) Core And Process Competencies: Strategic Capability and Leadership, Programme and Project Management, Change Management, Financial Management, Knowledge Management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Knowledge and understanding of legislative framework governing Public Service, PFMA, Advanced Financial Management, Reporting procedures, Computer Literacy. Written Communication negotiation skills, Analytical thinking skills, transformation policies and procedures, Production process knowledge and skills.
<u>DUTIES</u>	:	Coordinate the procurement of traffic law enforcement equipment. Coordinate procurement and management of uniforms, stationery and operational consumables. Coordinate procurement and administration of firearms and ammunition. Maintenance of Asset register. Updating of Inventory lists. Identify obsolete and redundant assets in Law Enforcement.
<u>ENQUIRIES</u>	:	Ms. Phasha I.M: Tel No: (015) 295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260
<u>POST 30/188</u>	:	<u>ADMINISTRATIVE OFFICER: NATIS HELPDESK SERVICES REF NO: LDTCS H22/2026</u>
<u>SALARY</u>	:	R338 106 per annum (Level 07)
<u>CENTRE</u>	:	Head Office (Polokwane)
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in Public Management/Administration/Social Science or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority SAQA). A minimum of Two (2) years' experience level in the same or related field. Valid Driver's Licence (Except for people with disabilities). Core And Process Competencies: Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Basic Computer, Financial Management, Problem Solving, Planning & organizing, Time Management, Policy analysis, Good Communication skills, Facilitation skills, Presentation skills, Coordination skill. Knowledge And Skills: Sound and in-depth knowledge of relevant prescripts and understanding of the legislative framework governing the Public Service i.e. Public Service Act, Public Service Regulations, National Road Traffic Act, Public Finance Management Act, Protection of Personal Information Act, Promotion of Access to Information Act, Promotion of Administrative Justice Act, Understanding NaTIS Security Policy and Procedures as amended from time to time, Experience in NaTIS administration at all key service centres (RA, DLTC, VTS and NaTIS Helpdesk, Knowledge of the minimum requirements for sensitive transactions. Basic Computer skills.
<u>DUTIES</u>	:	Supervise the capturing of sensitive transactions to curb fraud on the System. Supervise NaTIS user access processes. Supervise the amendment of data on the system and the reversal of erroneous Transactions. Supervise Task Management System (TMS). Ensure proper use of Task Management System (TMS) and Remedy System. Attend to administration Issues related to the office.
<u>ENQUIRIES</u>	:	Ms. Phasha I.M: Tel No: (015) 295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260

POST 30/189 : **ADMINISTRATION OFFICER: STUDENT ADMINISTRATION REF NO: LDTCS H23/2026**

SALARY : R338 106 per annum (Level 07)
CENTRE : Limpopo Traffic College-Mutale
REQUIREMENTS : A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in Public Management/Administration/Social Science or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority SAQA). A minimum of Two (2) years' experience level in the same or related field. Valid driver's license (with exception of persons with disabilities). Core And Process Competencies: Computer literacy, problem solving, Interpersonal skills, Time management, Good Communication skills, Professionalism, Accuracy, Independent, Team player and patience. Knowledge And Skills: Computer Literacy, PFMA, organizing skills, Verbal and written communication, Interpersonal relations, Planning and Organizational Skills, Report Writing. Sound and in-depth knowledge of relevant prescripts and understanding of the legislative framework governing the Public Service i.e. Public Service Act, Public Service Regulations, Labour Relations Act, Public Finance Management Act.

DUTIES : Handle application for training. Provide student administrative services. Provide record keeping. Managing auxiliary services.

ENQUIRIES : Ms. Phasha I.M: Tel No: (015) 295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260

POST 30/190 : **ADMINISTRATION OFFICER: CONFLICT MANAGEMENT REF NO: LDTCS H24/2026**

SALARY : R338 106 per annum (Level 07)
CENTRE : Head Office (Polokwane)
REQUIREMENTS : A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in Transport Management / Transport Management / Transport Economics/Logistics or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority SAQA). A minimum of two (2) years' experience in the same or related field. Valid driver's license (with exception of persons with disabilities). Core And Process Competencies: Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem solving and Analysis, Client Orientation and Customer focus, Communication. Knowledge And Skills: Computer Literacy, Knowledge of Public Transport products and programs, Public Transport history and current situation in SA, PFMA and Treasury Regulations, Knowledge of Public Service Policies and Procedures, Communication Skills, Conflict Management, Public relations, Analytical thinking and strategic management.

DUTIES : Implementation Legislations governing Public Transport. Conduct technical inspections on all provincial routes. Monitor NTR – RAS. Monitor and render advice to the Provincial Taxi Council.

ENQUIRIES : Ms. Phasha I.M: Tel No: (015) 295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260

POST 30/191 : **ADMINISTRATIVE OFFICER: PUBLIC TRANSPORT SERVICES: SEKHUKHUNE DISTRICT REF NO: LDTCS S03/2026**

SALARY : R338 106 per Annum (Level 07)
CENTRE : Sekhukhune District (Lebowakgomo)
REQUIREMENTS : A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in Transport Management / Transport Management / Transport Economics / Logistics or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority SAQA). A minimum of two (2) years' experience in the same or related field. Valid driver's license (except for persons with disabilities). Core And Process Competencies: Computer literacy, problem solving, Interpersonal skills, Time management, Good Communication skills, Professionalism, Accuracy, Independent, Team player and patience. Knowledge And Skills: Computer literacy, Interpersonal relations, Planning and Organizational Skills, Report Writing, report writing, conflict resolution and problem-solving skills.

<u>DUTIES</u>	:	Investigate matters related to illegal public transport operations. Inspect subsidized contract agreement and general permits. Monitor bus timetable and routes. Inspect bus and taxi routes. Monitor scholar transport and animal-drawn carts.
<u>ENQUIRIES</u>	:	Mr. Mabitse M: Tel No: (015) 632 9529, Ms. Malope T: Tel No: (015) 632 9531
<u>POST 30/192</u>	:	<u>ADMINISTRATIVE OFFICER: OPERATING LICENSES (X3 POSTS)</u>
<u>SALARY CENTRE</u>	:	R338 106 per annum (Level 07)
	:	Sekhukhune District (Elias Motsledi Municipality) Ref No: LDTCS S04/2026 (X1 Post)
	:	Vhembe District (Thulamela Municipality) Ref No: LDTCS V02/2026 (X1 Post)
	:	Waterberg District (Bela-Bela Municipality) Ref No: LDTCS W04/2026 (X1 Post)
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in Transport Management / Transport Management / Transport Economics / Logistics or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority SAQA). A minimum of two (2) years' experience in the same or related field. Valid driver's license (except for persons with disabilities). Core And Process Competencies Strategic Capability and Leadership, Programme and Project Management, Change Management, Financial Management, Knowledge Management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Knowledge and understanding of PFMA, Finance policies, Conflict management skills, problem solving skills, negotiations skills, Computer literacy, management skills, Interpersonal relations.
<u>DUTIES</u>	:	Register Taxi Associations and non members. Arrange operating licenses board meetings. Verify vehicles ownership. Issue permits and operating licenses.
<u>ENQUIRIES</u>	:	Mr. Mabitse M: Tel No: (015) 632 9529, Ms. Malope T: Tel No: (015) 632 9531 (Sekhukhune) / Mr. Chabani T: Tel No: (015) 960 3094, Ms. Masithi NH Tel No: (015) 960 3032 (Vhembe)/Mr. Motloutsi F: Tel No: (014) 718 2335, Ms. Monyai RE Tel No: (015) 718 2330 (Waterberg)
<u>POST 30/193</u>	:	<u>ADMINISTRATIVE OFFICER: SAPS EVALUATION REF NO: LDTCS H25/2026</u>
<u>SALARY CENTRE</u>	:	R338 106 per annum (Level 07)
	:	Head Office (Polokwane)
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in Social Sciences / Public Administration / Research / Criminology / Policing or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority SAQA). A minimum of two (2) years' experience in the same or related field. Valid driver's license (except for persons with disabilities). Core And Process Competencies: Strategic Capability and Leadership, Programme and Project Management, Change Management, Financial Management, Knowledge Management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication, Planning and Organizing skills, Attention to details, Teamwork, Good Written and Verbal Communication, Report writing skills, Monitoring and Evaluation skills, Advanced Computer literacy, Multitasking, Work independently, Ability to accept responsibility, Produce good quality of work. Knowledge And Skills: Knowledge and understanding of legislative framework governing the Public Service. Monitoring and evaluation processes, Batho Pele Principles, The Constitution of the Republic of South Africa, Public Finance Management Act (PFMA) and Treasury Regulations, Public Service Act and Regulations, SAPS Act, Civilian Secretariat for Police Act, South African Justice Advanced Computer literacy (Excel, PowerPoint, Ms. word), Office Administration, Planning and Organising, Good written and verbal Communication, Problem analysis and decision making, Business Writing, Presentation skills.
<u>DUTIES</u>	:	Provide operational assistance during implementation of projects. Provide administrative functional support. Perform generic administrative functions. Assist with data management. Assist with follow-up visits at police stations and SAPS Components.

<u>ENQUIRIES</u>	:	Ms. Phasha I.M: Tel No: (015) 295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260
<u>POST 30/194</u>	:	<u>ADMINISTRATIVE OFFICER: COMMUNITY POLICING POLICY REF NO: LDTCS H026/2026</u>
<u>SALARY</u>	:	R338 106 per annum (Level 07)
<u>CENTRE</u>	:	Head Office (Polokwane)
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in Social Sciences / Public Administration / Research / Criminology / Policing or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority (SAQA). A minimum of two (2) years' experience in the same or related field. Valid driver's license (except for persons with disabilities). Core And Process Competencies: Strategic Capability and Leadership, Programme and Project Management, Change Management, Financial Management, Knowledge Management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Knowledge of policies that inform Crime Prevention: NCPS and PCPS, Knowledge of relevant legislations, Knowledge on the operation of SAPS, Knowledge of Policies related to Community Safety partnerships, Record keeping skills, Problem solving skills, Communication skills, Report writing skills, Presentation skills, Conflict Management skills, Policy analysing skills, Pro-activeness, Honesty, Team player, Responsiveness, Willing to work under pressure.
<u>DUTIES</u>	:	Coordinate data collection for the development of policing policies. Provide administrative support. Assess the implementation of policing policy. Maintain Stakeholder relations.
<u>ENQUIRIES</u>	:	Ms. Phasha I.M: Tel No: (015) -295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260
<u>POST 30/195</u>	:	<u>ADMINISTRATIVE OFFICER: COMMUNITY POLICING & PARTNERSHIP REF NO: LDTCS H27/2026</u>
<u>SALARY</u>	:	R338 106 per annum (Level 07)
<u>CENTRE</u>	:	Head Office (Polokwane)
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in Social Sciences / Public Administration / Research / Criminology / Policing or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority (SAQA). A minimum of two (2) years' experience in the same or related field. Valid driver's license (except for persons with disabilities). Core And Process Competencies: Strategic Capability and Leadership, Programme and Project Management, Change Management, Financial Management, Knowledge Management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Knowledge and policies that informs Domestic Violence Act, Criminal Procedure Act, Sexual Offence Act, Justice Act, Knowledge on the Criminal Justice System, Knowledge of polices related to Community Safety within the Municipality, Knowledge of Public Finance Management Act(PMFA),Investigative skills, Quality of work skills, Communication and facilitation skills, Good analytical and innovative skills, Problem solving skills, Presentation and Report writing skills, Conflict Management skills, Policy analysing skills, Computer skills, Human relations skills, Change Agent, Team Player, Innovative thinker, Receptive to suggestions and ideas, Problem solving, Co-operative, Willing to work under pressure.
<u>DUTIES</u>	:	Provide information required. Capture data in the database. Handling the control of documents. Provide admin support to the directorate.
<u>ENQUIRIES</u>	:	Ms. Phasha I.M: Tel No: (015) 295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260
<u>POST 30/196</u>	:	<u>ADMINISTRATIVE OFFICER: PROVINCIAL CRIME PREVENTION STRATEGY & VOLUNTEER PROGRAMME REF NO: LDTCS H28/2026</u>
<u>SALARY</u>	:	R338 106 per annum (Level 07)
<u>CENTRE</u>	:	Head Office (Polokwane)
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in Social Sciences / Public Administration / Research /

		Criminology / Policing or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority SAQA). A minimum of two (2) years' experience in the same or related field. Valid driver's license (except for persons with disabilities). Core And Process Competencies: Strategic Capability and Leadership, Programme and Project Management, Change Management, Financial Management, Knowledge Management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Knowledge of policies that inform Crime Prevention: NCPS and PCPS, Knowledge of relevant legislations, Knowledge on the operation of SAPS, Knowledge of Policies related to Community Safety partnerships, Record keeping skills, Problem solving skills, Communication skills, Report writing skills, Presentation skills, Conflict Management skills, Policy analysing skills, Pro-activeness, Honesty, Team player, Responsiveness, Willing to work under pressure, Batho Pele Principles, Computer literacy.
<u>DUTIES</u>	:	Coordinate the Integrated Crime and Prevention Strategy. Facilitate the recruitment and registration of YCOP participants. Update / Verifications of YCOP members on the Database and arrangement of workshops. Coordinate the implementation of Rural Safety Workshops. Provide administrative support to the directorate.
<u>ENQUIRIES</u>	:	Ms. Phasha I.M: Tel No: (015) 295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260
<u>POST 30/197</u>	:	<u>ADMINISTRATIVE OFFICER: POLICE OVERSIGHT (X2 POSTS)</u> Sekhukhune District and Waterberg District
<u>SALARY CENTRE</u>	:	R338 106 per annum (Level 07)
	:	Sekhukhune District Ref No: LDTCS S05/2026
	:	Waterberg District Ref No: LDTCS W05/2026
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in Social Sciences / Public Administration / Research / Criminology / Policing or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority SAQA). A minimum of two (2) years' experience in the same or related field. Valid driver's license (except for persons with disabilities). NQF Level 6 on Social Science / Public Management and related field or equivalent. Core And Process Competencies: Strategic Capability and Leadership, Programme and Project Management, Change Management, Financial Management, Knowledge Management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Knowledge and Understanding of Public Service Act, Policies and procedures, PFMA, South Africa Police Service Act, Civilian Secretariat for Police Service, Policy Framework for the Government-wide Monitoring and Evaluation System, SAPS National Instructions and Legislation, National Development Plan, Extensive knowledge in monitoring and evaluation tools and systems, Communication skills (Verbal & non-verbal, Computer literacy, Investigation and interviewing skills, Analytical and decision making skills, Report writing skills, Problem solving skills. Extensive knowledge of monitoring and evaluations skills and South African Police Service legislation and policies.
<u>DUTIES</u>	:	Monitoring SAPS Components. Assess customer satisfaction in policing precinct/area. Monitor SAPS Garage. Provide admin support to the directorate.
<u>ENQUIRIES</u>	:	Mr. Mabitsela M: Tel No: (015) 632 9529, Ms. Malope T: Tel No: (015) 632 9531 (Sekhukhune) / Mr. Motloutsi F: Tel No: (014) 718 2335, Ms. Monyai RE Tel No: (015) 718 2330 (Waterberg)
<u>POST 30/198</u>	:	<u>ADMINISTRATIVE OFFICER: COMMUNITY SAFETY AND PARTNERSHIP (X2 POSTS)</u> Sekhukhune District and Waterberg District
<u>SALARY CENTRE</u>	:	R338 106 per annum (Level 07)
	:	Sekhukhune District Ref No: LDTCS S06/2026
	:	Waterberg District Ref No: LDTCS W06/2026
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in Social Sciences / Public Administration / Research / Criminology / Policing or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority SAQA). A minimum of two (2) years' experience in the same or related field. Valid driver's license

		(except for persons with disabilities). Core And Process Competencies: Strategic Capability and Leadership, Programme and Project Management, Change Management, Financial Management, Knowledge Management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Knowledge and policies that informs Domestic Violence Act, Criminal Procedure Act, Sexual Offence Act, Justice Act, Knowledge on the Criminal Justice System, Knowledge of polices related to Community Safety within the Municipality, Knowledge of Public Finance Management Act(PMFA),Investigative skills, Quality of work skills, Communication and facilitation skills, Good analytical and innovative skills, Problem solving skills, Presentation and Report writing skills, Conflict Management skills, Policy analysing skills, Computer skills.
<u>DUTIES</u>	:	Provide information required. Capture data in the database. Handling and controlling documents. Provide admin support to the directorate.
<u>ENQUIRIES</u>	:	Mr. Mabitsela M: Tel No: (015) 632 9529, Ms. Malope T: Tel No: (015) 632 9531 (Sekhukhune) / Mr. Motloutsi F: Tel No: (014) 718 2335, Ms. Monyai RE Tel No: (015) 718 2330 (Waterberg)
<u>POST 30/199</u>	:	<u>ARTISAN PRODUCTION: REPAIRS AND SERVICE-GRADE C: REF NO: LDTCS C04/2026</u>
<u>SALARY</u>	:	R345 342 per annum, (OSD)
<u>CENTRE</u>	:	Capricorn District (Seshego Government Garage)
<u>REQUIREMENTS</u>	:	An appropriate Trade Test Certificate in Diesel/Electro-mechanical/Mechanical Engineering as recognized by the South African Qualification Authority (SAQA). A minimum of 3- years' experience in relevant / related field. Valid driver's license (except for persons with disabilities). Core And Process Competencies: Computer literacy, problem solving, Interpersonal skills, Time management, Good Communication skills, Professionalism, Accuracy, Independent, Team player and patience. Knowledge And Skills: Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Deep knowledge of mechanical activities, Computer literacy, Financial Management & PFMA, Written and verbal communication skills, Trustworthy and Honesty.
<u>DUTIES</u>	:	Facilitate the repair, breakdown services and maintenance of both heavy and light government vehicles. Ensure technical services and support in the government garage/ workshop in conjunction with Artisans. Manage administrative and related functions such as providing input into the budgeting process, compiling and submitting reports as required.
<u>ENQUIRIES</u>	:	Ms. Lepulana MM at 073 170 6748, Ms. Maphoto SM at 071 946 8565
<u>POST 30/200</u>	:	<u>ADMINISTRATION OFFICER: PROVINCIAL FLEET REF NO: LDTCS H29/2026</u>
<u>SALARY</u>	:	R338 106 per annum (Level 07)
<u>CENTRE</u>	:	Head Office (Polokwane)
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in in Public Management / Management Assistant / Social Sciences/Management Assistant or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority SAQA). A minimum of two (2) years' experience in the same or related field. Valid driver's license (with exception of persons with disabilities). Core And Process Competencies: Strategic Capability and Leadership; Knowledge of Change management principles; People Management and Empowerment, Programme and Project Management; Financial Management, Computer Literacy; Knowledge Management, Service Delivery Innovation; Problem Solving and Analysis; Client Orientation and Customer Focus; Communication; Negotiation skills and understanding supply chain management principles. Knowledge And Skills: Sound and in-depth knowledge of relevant prescripts and understanding of the legislative framework governing the Government Structures i.e. The Constitution of the Republic of South Africa, Public Service Act, Public Service Regulations, Labour Relations Act, Public Finance Management Act, Code of Conduct, Basic Conditions of Employment, Occupational Health and Safety. Understanding of the Government Motor Transport Handbook version 1 of

		2017 and the Subsidized Motor Transport Handbook version 1 of 2019. Knowledge in Fleet Management, Fleet Planning. Fleet management Practices and procedures. Computer skills; Diversity management; Financial Management; Problem Solving; Planning & organizing; Leadership and Control, Time Management; Negotiation skills; Policy knowledge; Facilitation skills; Presentation skills; Coordination skills, Report writing, Change Management, Project Management, Driving skills.
<u>DUTIES</u>	:	Administer government fleet services. Handle accidents reports, losses, theft, unauthorized or misuse of vehicles. Administer subsidized motor transport services. Consolidate monthly reports.
<u>ENQUIRIES</u>	:	Ms. Phasha I.M: Tel No: (015) 295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260
<u>POST 30/201</u>	:	<u>ADMINISTRATION OFFICER: DEPARTMENTAL FLEET (X3 POSTS)</u> Capricorn District, Sekhukhune and Waterberg District
<u>SALARY</u>	:	R338 106 per annum (Level 07)
<u>CENTRE</u>	:	Capricorn District (Polokwane) Ref No: LDTCS C05/2026
	:	Sekhukhune District (Lebowakgomo) Ref No: LDTCS S07/2026
	:	Waterberg District (Modimolle) Ref No: LDTCS W07/2026
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus an appropriate undergraduate qualification (NQF 6) in in Public Management / Management Assistant / Social Sciences / Management Assistant or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority SAQA). A minimum of two (2) years' experience in the same or related field. Valid driver's license (with exception of persons with disabilities). Core And Process Competencies: Strategic Capability and Leadership; Knowledge of Change management principles; People Management and Empowerment, Programme and Project Management; Financial Management, Computer Literacy; Knowledge Management, Service Delivery Innovation; Problem Solving and Analysis; Client Orientation and Customer Focus; Communication; Negotiation skills and understanding supply chain management principles. Knowledge And Skills: Sound and in-depth knowledge of relevant prescripts and understanding of the legislative framework governing the Government Structures i.e. The Constitution of the Republic of South Africa, Public Service Act, Public Service Regulations, Labour Relations Act, Public Finance Management Act, Code of Conduct, Basic Conditions of Employment, Occupational Health and Safety. Understanding of the Government Motor Transport Handbook version 1 of 2017 and the Subsidized Motor Transport Handbook version 1 of 2019. Knowledge in Fleet Management, Fleet Planning. Fleet management Practices and procedures. Computer skills; Diversity management; Financial Management; Problem Solving; Planning & organizing; Leadership and Control, Time Management; Negotiation skills; Policy knowledge; Facilitation skills; Presentation skills; Coordination skills, Report writing, Change Management, Project Management, Driving skills.
<u>DUTIES</u>	:	Administer government fleet services. Handle accidents reports, losses, theft, unauthorized or misuse of vehicles. Administer subsidized motor transport services. Consolidate monthly reports.
<u>ENQUIRIES</u>	:	Ms. Lepulana MM at 073 170 6748, Ms. Maphoto MM at 071 946 8565 (Capricorn) /Mr. Mabitsela M: Tel No: (015) 632 9529, Ms. Malope T: Tel No: (015) 632 9531 (Sekhukhune) /Mr. Motloutsi F: Tel No: (014) 718 2335, Ms. Monyai RE Tel No: (015) 718 2330 (Waterberg)
<u>POST 30/202</u>	:	<u>HUMAN RESOURCE DEVELOPMENT PRACTITIONER REF NO: LDTCS H30/2026</u>
<u>SALARY</u>	:	R338 106 per annum (Level 07)
<u>CENTRE</u>	:	Head Office (Polokwane)
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus an appropriate qualification (NQF 6) in Human Resource Development/Management / Public Administration / Management / Office Administration or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority (SAQA). A minimum of two (2) years' experience in the same or related field. Valid driver's license (with exception of persons with disabilities). Core And Process Competencies: Strategic Capability and Leadership; Knowledge of Change management principles; People Management and Empowerment, Programme and Project Management;

		Financial Management, Computer Literacy; Knowledge Management, Service Delivery Innovation; Problem Solving and Analysis; Client Orientation and Customer Focus; Communication; Negotiation skills and understanding supply chain management principles. Knowledge And Skills: Sound and in-depth knowledge of relevant prescripts and understanding of the legislative framework governing the Public Service i.e. Public Service Act, Public Service Regulations, Labour Relations Act, Public Finance Management Act, Experience of, and insight into legislation which impacts on human resource development, Computer Literacy, PFMA, Organizing skills, Verbal and written communication, Interpersonal relations, Planning and Organizational Skills, Report Writing. Record management, Negotiation, Supervisory, Problem solving, Analytical thinking, People Management, Financial Solving, Planning & Organizing, Time Management, Strategic Planning, Good Communication Skills, Group dynamics. Diversity Management, Facilitation Skills, Co-ordination Skills, Change and Knowledge Management, Professionalism, Accuracy, Flexibility, Independent, Co-operative, Team Player.
<u>DUTIES</u>	:	Administer the implementation of skills programmes. Administer bursaries. Administer Conferences and workshops.
<u>ENQUIRIES</u>	:	Ms. Phasha I.M: Tel No: (015) 295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260
<u>POST 30/203</u>	:	<u>ADMINISTRATIVE OFFICER: DISABILITY ASSISTANT (SIGN LANGUAGE)</u> <u>REF NO: LDTCS V03/2026</u>
<u>SALARY</u>	:	R338 106 per annum (Level 07)
<u>CENTRE</u>	:	Vhembe District (Thohoyandou)
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus an appropriate qualification (NQF 6) in Sign language Interpretation / Linguistics / Education or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority (SAQA). A minimum of two years' experience in the same or related field. Ability to communicate and interpret sign language. Valid driver's license. Core And Process Competencies: Strategic Capability and Leadership, Programme and Project Management, Change Management, Financial Management, Knowledge Management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Knowledge of working with deaf people, Sign language, In-depth knowledge of South African Sign Language (SASL), Understanding of deaf culture and communication needs, Knowledge of professional interpreting ethics and confidentiality. Knowledge of disability services. Excellent sign language and verbal communication, Strong listening and comprehension abilities, Ability to interpret accurately and under pressure, Professionalism and integrity, Good interpersonal and relationship management skills, Cultural sensitivity and awareness, Time management and organizational skills, Ability to work independently and part of a team.
<u>DUTIES</u>	:	Provide disability support for deaf and hard-hearing employees. Interpret spoken communication into sign language and sign language into spoken language accurately and effectively. Facilitate communication during meetings, training sessions, workshops, interviews and public events. Provide administration services for deaf and hard-hearing employees. Support disability awareness campaigns, commemorative days and training initiatives.
<u>ENQUIRIES</u>	:	Mr. Chabani T: Tel No: (015) 960 3094/ Ms. Masithi NH Tel No: (015) 960 3032 (Vhembe)
<u>POST 30/204</u>	:	<u>ADMINISTRATIVE OFFICER: DISABILITY ASSISTANT (VISUALLY IMPAIRED) (X2 POSTS)</u> Mopani District and Vhembe District
<u>SALARY</u>	:	R338 106 per annum (Level 07)
<u>CENTRE</u>	:	Mopani District (Giyani) Ref No: LDTCS M02/2026 Vhembe District (Thohoyandou) Ref No: LDTCS V04/2026
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus an appropriate qualification (NQF 6) in Social Work / Disability Studies / Community Development / Psychology / Public Administration / Management / Office Administration or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority (SAQA). A minimum of two years' experience in the same or related field. Valid driver's license. Core And Process Competencies: Strategic Capability and Leadership, Programme and Project

		Management, Change Management, Financial Management, Knowledge Management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Knowledge of working with visually impaired people, Knowledge of disability services Problem Solving, Interpersonal Skills, Safe driving skills, Time Management, Good Communication Skills, Diversity Management, Computer Literacy. Orientation And Mobility Skills Knowledge and understanding of PFMA, Finance policies, Conflict management skills, problem solving skills, negotiations skills, Computer literacy, management skills, Interpersonal relations.
<u>DUTIES</u>	:	Provide direct support to visually impaired employees to access departmental information and services. Conduct accessibility assessment and identify barriers affecting visually impaired people. Facilitate communication between visually impaired employees and co-workers/stakeholders etc. Provide administration services and support. Support disability awareness campaigns, commemorative days and training initiatives.
<u>ENQUIRIES</u>	:	Ms. Baloyi C: T Tel No: (015) 811 7022, Mr. Banyini NG Tel No: (015) 811 7019 (Mopani) / Mr. Chabani T: Tel No: (015) 960 3094/ Ms. Masithi NH Tel No: (015) 960 3032 (Vhembe)
<u>POST 30/205</u>	:	<u>ADMINISTRATIVE OFFICER: ANTI-FRAUD, ETHICS AND INTEGRITY REF NO: LDTCS H31/2026</u>
<u>SALARY</u>	:	R338 106 per annum (Level 07)
<u>CENTRE</u>	:	Head Office (Polokwane)
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus an appropriate qualification (NQF 6) in Internal Auditing / Criminology / Criminal Justice / Forensic Investigation / Public Administration / Management / Office Administration or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority (SAQA). A minimum of two years' experience in the same or related field. Valid driver's license (except for persons with disabilities). Core And Process Competencies: Strategic Capability and Leadership, Programme and Project Management, Change Management, Financial Management, Knowledge Management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Computer Literacy, Orientation And Mobility Skills Knowledge and understanding of PFMA, Finance policies, Conflict management skills, problem solving skills, negotiations skills, Computer literacy, management skills, Interpersonal relations, Sound and in-depth knowledge of relevant prescripts and understanding of the legislative framework governing the Public Service i.e Public Service Act, Public Service Regulations, Labour Relations Act, Public Finance Management Act, criminal procedure act, fire arm control act, constitution, anti-fraud and corruption strategy, prevention and combating of corrupt activities act, Minimum information security standard, national anti-corruption strategy, promotion of administration of justice act, protection of personal information act, code of conduct, national road traffic act and departmental policy. Knowledge in investigation and report writing skills. Interpretation of acts and departmental policies.
<u>DUTIES</u>	:	Conduct investigations into reported incidents e.g. theft, fraud & corruption and Adhoc investigations. Build capacity for employees and conduct awareness on anti-fraud and corruption and provide advisory services. Assist with the implementation of anti-fraud and corruption prevention policies. Assist in conducting lifestyle investigations from referred cases. Identify and detect fraud risk areas
<u>ENQUIRIES</u>	:	Ms. Phasha I.M: Tel No: (015) 295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260
<u>POST 30/206</u>	:	<u>STATE ACCOUNTANT: SUPPLY CHAIN MANAGEMENT REF NO: LDTCS V05/2026</u>
<u>SALARY</u>	:	R338 106 per annum (Level 07)
<u>CENTRE</u>	:	Vhembe District (Thohoyandou)
<u>REQUIREMENTS</u>	:	A National Senior Certificate / an equivalent plus an appropriate qualification (NQF 6) in Supply Chain / Logistics / Finance or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority (SAQA). A minimum of two (2) years' experience in the same or related field. Valid Driver's Licence (Except for persons with disabilities). Core

And Process Competencies: Strategic Capability and Leadership, Programme and Project Management, Change Management, Financial Management, Knowledge Management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Knowledge and understanding of legislative framework governing Public Service, PFMA, Advanced Financial Management, Reporting procedures, Computer Literacy. Written Communication negotiation skills, Analytical thinking skills, transformation policies and procedures, Production process knowledge and skills.

DUTIES : Monitor the implementation of the procurement plan. Draft specifications and terms of reference for required goods and services. Registration of suppliers into the Central Supplier Database (CSD). Conduct price analysis.

ENQUIRIES : Mr. Chabani T: Tel No: (015) 960 3094/ Ms. Masithi NH Tel No: (015) 960 3032 (Vhembe)

POST 30/207 : **STATE ACCOUNTANT: ASSET AND INVENTORY MANAGEMENT (X2 POSTS)**
Capricorn District and Waterberg District

SALARY CENTRE : R338 106 per annum (Level 07)
Capricorn District (Polokwane) Ref No: LDTCS C06/2026
Waterberg District (Modimolle) Ref No: LDTCS W08/2026

REQUIREMENTS : A National Senior Certificate / an equivalent plus an appropriate qualification (NQF 6) in Finance or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority (SAQA). A minimum of two (2) years' experience in the same or related field. Valid Driver's Licence (Except for people with disabilities). Core And Process Competencies: Strategic Capability and Leadership, Programme and Project Management, Change Management, Financial Management, Knowledge Management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Knowledge and understanding of legislative framework governing Public Service, PFMA, Advanced Financial Management, Reporting procedures, Computer Literacy. Written Communication negotiation skills, Analytical thinking skills, transformation policies and procedures, Production process knowledge and skills.

DUTIES : Registration of Departmental Assets. Maintenance of Asset register. Updating of Inventory lists. Conduct disposal of obsolete and redundant assets.

ENQUIRIES : Ms. Lepulana MM at 073 170 6748, Ms. Maphoto MM at 071 946 8565 (Capricorn) / Mr. Motloutsi F: Tel No: (014) 718 2335, Ms. Monyai RE Tel No: (015) 718 2330 (Waterberg)

POST 30/208 : **STATE ACCOUNTANT REVENUE AND DEBT (X4 POSTS)**

SALARY CENTRE : R338 106 per annum (Level 07)
Capricorn District (Polokwane) Ref No: LDTCS C07/2026 (X1 Post)
Head Office (Polokwane) Ref No: LDTCS H32/2026 (X2 Posts)
Vhembe District (Thohoyandou) Ref No: LDTCS V06/2026 (X1 Post)

REQUIREMENTS : A National Senior Certificate / an equivalent plus an appropriate qualification (NQF 6) in Finance or an equivalent qualification in the relevant field / area as recognized by the South African Qualification Authority (SAQA). A minimum of 2 years' experience in the same or related field. Valid Driver's Licence (Except for persons with disabilities). Core And Process Competencies: Strategic Capability and Leadership, Programme and Project Management, Change Management, Financial Management, Knowledge Management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Knowledge and understanding of legislative framework governing Public Service, PFMA, Advanced Financial Management, Reporting procedures, Computer Literacy. Written Communication negotiation skills, Analytical thinking skills, transformation policies and procedures, Production process knowledge and skills.

DUTIES : Facilitate the creation and recovery of departmental debts. Reconciliation of revenue collected and debts. Monitoring and revenue collection and safekeeping of state funds. Ensure compliance to rules and regulations of revenue policies.

ENQUIRIES : Ms. Lepulana MM at 073 170 6748, Ms. Maphoto MM at 071 946 8565 (Capricorn) / Ms. Phasha I.M: Tel No: (015) 295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260 (Head Office) /

Mr. Chabani T: Tel No: (015) 960 3094/ Ms. Masithi NH Tel No: (015) 960 3032 (Vhembe)

<u>POST 30/209</u>	:	<u>ADMIN CLERK: HELP DESK SERVICES REF NO: LDTCS H33/2026</u>
<u>SALARY</u>	:	R237 453 per annum. (Level 05)
<u>CENTRE</u>	:	Head Office (Polokwane)
<u>REQUIREMENTS</u>	:	Grade 12 or equivalent qualification. Computer Literacy. A qualification in Administration will be an added advantage. Valid Driver's Licence (Except for persons with disabilities). Core And Process Competencies: Financial systems, Debtors management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Knowledge and understanding of legislative framework governing Public Service, Information Systems, negotiation skills, analytical skills, Computer Literacy. Analytical thinking skills, Advanced financial management.
<u>DUTIES</u>	:	Facilitate with natis security administration functions. Coordination of natis training and natis meetings. Procurement of natis equipment and stationery. Perform other clerical functions.
<u>ENQUIRIES</u>	:	Ms. Phasha I.M: Tel No: (015) 295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260
<u>POST 30/210</u>	:	<u>ADMIN CLERK: NATIS CLERK (X3 POSTS)</u>
<u>SALARY</u>	:	R237 453 per annum (Level 05)
<u>CENTRE</u>	:	Sekhukhune District (Dilokong Traffic Station Ref No: LDTCS S08/2026 (X1 Post) Waterberg District (Lephalale Traffic Station Ref No: LDTCS W09/2026 (X1 Posts) Waterberg District (Northam Traffic Station Ref No: LDTCS W10/2026) (X1 Post)
<u>REQUIREMENTS</u>	:	Grade 12 or equivalent qualification. Computer Literacy. A qualification in Finance or Licensing will be an added advantage. Valid Driver's Licence (Except for persons with disabilities). Core And Process Competencies: Financial systems, Debtors management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Knowledge and understanding of legislative framework governing Public Service, Information Systems, negotiation skills, analytical skills, Computer Literacy. Analytical thinking skills, Advanced financial management.
<u>DUTIES</u>	:	Registration and licensing of vehicles. Issue drivers and learner's licenses. Issue roadworthy certificates. Issue special vehicle permits, motor trade numbers and allocate license numbers.
<u>ENQUIRIES</u>	:	Mr. Mabitsela M: Tel No: (015) 632 9529, Ms. Malope T: Tel No: (015) 632 9531 (Sekhukhune) / Mr. Motloutsi F: Tel No: (014) 718 2335, Ms. Monyai RE Tel No: (015) 718 2330 (Waterberg).
<u>POST 30/211</u>	:	<u>ADMIN CLERK: CONTRAVENTION AND GENERAL ADMIN (X7 POSTS)</u>
<u>SALARY</u>	:	R237 453 per annum (Level 05)
<u>CENTRE</u>	:	Capricorn District (Dendron Traffic Station) Ref No: LDTCS C08/2026 (X1 Post) Mopani District (Giyani Traffic Station) Ref No: LDTCS M03/2026 (X1 Post) Sekhukhune District (Public Transport Unit (Ptu)-Lebowakgomo Ref No: LDTCS S09/2026) (X1 Post) Vhembe District (Mampakuil Traffic Control Centre) Ref No: LDTCS V07/2026 (X2 Posts) Makhado Traffic Station Ref No: LDTCS V08/2026 Waterberg District (Lephalale Traffic Station) Ref No: LDTCS W11/2026 (X1 Post) Waterberg District (Mokopane Traffic Station) Ref No: LDTCS W12/2026 (X1 Post)
<u>REQUIREMENTS</u>	:	Grade 12 or equivalent qualification. Computer Literacy. A qualification in Financial Management will be an added advantage. Valid Driver's Licence (Except for persons with disabilities). Core And Process Competencies: Financial systems, Debtors management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Knowledge and understanding of legislative framework governing Public

		Service, Information Systems, negotiation skills, analytical skills, Computer Literacy. Analytical thinking skills, Advanced financial management.
<u>DUTIES</u>	:	Render general administration support services. Render financial support services. Render contravention services. Handle transport services
<u>ENQUIRIES</u>	:	Ms. Lepulana MM at 073 170 6748, Ms. Maphoto MM at 071 946 8565 (Capricorn) / Ms. Baloyi C: T Tel No: (015) 811 7022, Mr. Banyini NG Tel No: (015) 811 7019(Mopani) / Mr. Mabitsela M: Tel No: (015) 632 9529, Ms. Malope T: Tel No: (015) 632 9531 (Sekhukhune) / Mr. Chabani T: Tel No: (015) 960 3094/ Ms. Masithi NH 015 960 3032 (Vhembe) / Mr. Motloutsi F: Tel No: (014) 718 2335, Ms. Monyai RE Tel No: (015) 718 2330 (Waterberg).
<u>POST 30/212</u>	:	<u>ADMINISTRATION CLERK: TRAFFIC COLLEGE REF NO: LDTCS H34/2026</u>
<u>SALARY</u>	:	R237 453 per annum (Level 05)
<u>CENTRE</u>	:	Limpopo Traffic College-Mutale
<u>REQUIREMENTS</u>	:	Grade 12 or equivalent qualification. Computer Literacy. A qualification in Administration will be an added advantage. Valid Driver's Licence (Except for persons with disabilities). Core and Process Competencies: Computer literacy, problem solving, Interpersonal skills, Time management, Good Communication skills, Professionalism, Accuracy, Independent, Team player and patience. Knowledge and Skills: Computer Literacy, PFMA, organizing skills, Verbal and written communication, Interpersonal relations, Planning and Organizational Skills, Report Writing. Sound and in-depth knowledge of relevant prescripts and understanding of the legislative framework governing the Public Service i.e. Public Service Act, Public Service Regulations, Labour Relations Act, Public Finance Management Act.
<u>DUTIES</u>	:	Enrol learners in line with training policy. Capture and file learner information. Provide invigilation services. Monitor compliance with occupational health and safety legislation. Provide record keeping. Managing auxiliary services.
<u>ENQUIRIES</u>	:	Mr. Chabani T: Tel No: (015) 960 3094/ Ms. Masithi NH Tel No: (015) 960 3032 (Vhembe)
<u>POST 30/213</u>	:	<u>HUMAN RESOURCE CLERK (X6 POSTS)</u>
<u>SALARY</u>	:	R237 453 per annum (Level 05)
<u>CENTRE</u>	:	Capricorn District (Polokwane) Ref No: LDTCS C09/2026 (X2 Posts) Head Office (Polokwane) Ref No: LDTCS H35/2026 (X2 Posts) Waterberg District (Modimolle) Ref No: LDTCS W13/2026 (X2 Posts)
<u>REQUIREMENTS</u>	:	Grade 12 or equivalent qualification. Computer Literacy. A qualification in Human Resource Management will be an added advantage. Valid Driver's Licence (Except for persons with disabilities) Core and Process Competencies: Financial systems, Debtors management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Knowledge and understanding of legislative framework governing Public Service, Information Systems, negotiation skills, analytical skills, Computer Literacy. Analytical thinking skills, Advanced financial management.
<u>DUTIES</u>	:	Implement human resource administration practices (Recruitment and Selection (Advertisements, Appointments, Transfer, verification of qualifications, secretariat functions at Interviews, absorptions, probationary periods e.g.). Implement conditions of services (Leave, Housing, Medical, Injury on Duty, Long Service Recognition, Overtime, Relocation. Pension, Allowances, PILIR etc.). Performance Management. Termination of service (indicate the steps).
<u>ENQUIRIES</u>	:	Ms. Lepulana MM 073 170 6748, Ms. Maphoto MM 071 946 8565 (Capricorn) / Ms. Phasha I.M: 015-295 1036, Ms. Mswazi MM: 015 295 1042, Ms. Thethwayo DRL 015 294 8260 / Mr. Motloutsi F: 014 718 2335, Ms. Monyai RE 015 718 2330 (Waterberg).
<u>POST 30/214</u>	:	<u>FINANCE CLERK</u>
<u>SALARY</u>	:	R237 453 per annum (Level 05)
<u>CENTRE</u>	:	Cashier (X10 Posts) Capricorn District (X3 Posts) Head Office (X1 Post) Mopani District (X1 Post) Sekhukhune District (X1 Post)

		Vhembe District (X3 Posts)
		Waterberg District (X1 Post)
		Capricorn District (Polokwane Traffic Station) Ref No: LDTCS C10/2026
		Capricorn District (Lebowakgomo Traffic Station) Ref No: LDTCS C11/2026
		Capricorn District (Dendron Traffic Station) Ref No: LDTCS C12/2026
		Mopani District (Bolobedu Traffic Station) Ref No: LDTCS M04/2026
		Head Office (Polokwane) Ref No: LDTCS H36/2026
		Sekhukhune District (Dilokong Traffic Station) Ref No: LDTCS S10/2026
		Vhembe District (Makhado Traffic Station) Ref No: LDTCS V09/2026
		Vhembe District (Malamulele Traffic Station) Ref No: LDTCS V10/2026
		Vhembe District (Musina Traffic Station) Ref No: LDTCS V11/2026
		Waterberg District (District Office – Modimolle) Ref No: LDTCS W14/2026
<u>REQUIREMENTS</u>	:	Grade 12 or equivalent qualification. Computer Literacy. A qualification in Financial Management will be an added advantage. Valid Driver's Licence (Except for persons with disabilities). Core And Process Competencies: Financial systems, Debtors management, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Knowledge And Skills: Knowledge and understanding of legislative framework governing Public Service, Information Systems, negotiation skills, analytical skills, Computer Literacy. Analytical thinking skills, Advanced financial management.
<u>DUTIES</u>	:	Perform cashier duties i.e. issuing of receipts, safekeeping and banking of state monies. Maintain and update relevant register. Provide a consolidated report. Capture revenue transactions in the financial system. Prepare payment to Provincial and service provider for cash collection.
<u>ENQUIRIES</u>	:	Ms. Lepulana MM at 073 170 6748, Ms. Maphoto MM at 071 946 8565 (Capricorn) Ms. Baloyi C: T Tel No: (015) 811 7022, Mr. Banyini NG Tel No: (015) 811 7019 (Mopani) Ms. Phasha I.M: Tel No: (015) 295 1036, Ms. Mswazi MM: Tel No: (015) 295 1042, Ms. Thethwayo DRL Tel No: (015) 294 8260 / Mr. Mabitsela M: Tel No: (015) 632 9529, Ms. Malope T: Tel No: (015) 632 9531 (Sekhukhune) / Mr. Chabani T: Tel No: (015) 960 3094/ Ms. Masithi NH Tel No: (015) 960 3032 (Vhembe) Mr. Motloutsi F: Tel No: (014) 718 2335, Ms. Monyai RE Tel No: (015) 718 2330 (Waterberg).
<u>POST 30/215</u>	:	<u>REGISTRY CLERK: RECORDS AND REGISTRY SERVICES REF NO: LDTCS S11/2026 (X1 POST)</u>
<u>SALARY</u>	:	R237 453 per annum (Level 05)
<u>CENTRE</u>	:	Sekhukhune District (Lebowakgomo)
<u>REQUIREMENTS</u>	:	Grade 12 or equivalent qualification. Computer Literacy. A qualification in Administration will be an added advantage. Valid Driver's Licence (Except for persons with disabilities). Core And Process Competencies: Client orientation, Customer focus, Communication, Job knowledge, Interpersonal relations, teamwork, flexibility. Knowledge and Skills: Knowledge of registry duties, practices as well as the ability to capture data and operate computer, knowledge and understanding of the legislative framework governing the Public Service, Knowledge of storage and retrieval procedures in terms of the working environment, Knowledge of the National Archives Act and the MIS prescripts and procedures.
<u>DUTIES</u>	:	Provide registry counter services. Handle incoming and outgoing correspondence. Render an effective filing and records management services. Operate office machines in relation to the registry function. Process documents for archiving and disposal.
<u>ENQUIRIES</u>	:	Mr. Mabitsela M: Tel No: (015) 632 9529, Ms. Malope T: Tel No: (015) 632 9531