

**PROVINCIAL ADMINISTRATION: FREE STATE
DEPARTMENT OF COMMUNITY SAFETY, ROADS AND TRANSPORT**

The Free State Department of Community Safety, Roads and Transport is an equal opportunity affirmative action employer. The Department intends to promote representativity (race, gender and disability) through the filling of these positions and candidates whose appointments will promote representativity will receive preference.

- APPLICATIONS** : Applications, quoting the relevant reference number, should be hand-delivered or emailed as follows: No 45 Charlotte Maxeke Street, Perm Building, Bloemfontein. Applications that are hand-delivered must be brought to the Perm Building where they must be placed in the appropriately marked box on the Security Ground floor. Applications may also be e-mailed for the attention of Mr T.K.Z Ntai (PRE@freetrans.gov.za). Contact details of Mr T.K.Z Ntai (082) 059 9707
- FOR ATTENTION** : Mr T.K.Z Ntai (Acting Deputy Director: Transport Registrar)
- CLOSING DATE** : 23 October 2026 at 16h00
- NOTE** : The Provincial Regulatory Entity (PRE) is an independent regulatory body responsible for considering and adjudicating applications for operating licenses and performing regulatory functions assigned in terms of the National Land Transport Amendment Act, No. 23 of 2023. The Member of the Executive Council (MEC) calls for the appointment of Two (2) candidates to serve as members of the Provincial Regulatory Entity (PRE) Committee of the Department of Community Safety, Roads and Transport (CSRT). The Member of the Executive Council (MEC) for Community Safety, Roads and Transport in the Free State Province further invites suitably qualified, experienced and competent persons for appointment as Members of the Free State Provincial Regulatory Entity (PRE) in terms of the National Land Transport Amendment Act, No. 23 of 2023. A person may not be appointed if he or she has been convicted of an offence involving fraud, corruption or dishonesty, has been declared insolvent and has not been rehabilitated, has been removed from an office of trust, has a direct financial interest in any public transport operation that may create a conflict of interest, and is unable to perform the functions of the office independently and impartially. Applications must be accompanied by a comprehensive curriculum vitae accurately detailing the qualifications, certified copies of academic qualifications, professional membership (if applicable), relevant experience and the identity document. Applicants are required not to use the Z83 application form when they apply. Applicants must clearly indicate the reference number in the covering letter of the application. Only short-listed candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following an invitation from the Department. Documents such as qualification(s) and other related document(s) should be in line with the requirements of the advertisement. Qualification certificates must not be copies of certified copies. The onus is on the applicants to ensure that their applications are emailed or hand-delivered timeously. Candidates who possess foreign qualifications and/or short course/s certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA). Dual citizenship holders must provide the Police Clearance certificate from their country of origin when shortlisted. All non-SA Citizens will be required to submit a copy of proof of South African permanent residence when shortlisted. Suitable candidates will be subjected to a personnel/verification suitability check (criminal record, financial checks, qualification verification, citizenship checks, reference checks and employment verification). Correspondence will be limited to short-listed candidates only. If you have not been contacted within three (3) months after the closing date of this advertisement, please consider your application as unsuccessful. The Department reserves the right not to make any appointments. Applicants who do not comply with the above-mentioned requirements, as well as applications received late, will not be considered. The Department does not accept applications via fax.

OTHER POST

<u>POST 36/153</u>	:	<u>PROVINCIAL REGULATORY ENTITY (PRE) REF NO: FS CSRT PRE 02/2026</u>
<u>SALARY</u>	:	Provincial Regulatory Entity (PRE) sitting (including preparation): The Members will be paid sitting allowances per sitting of the PRE. The Members will be paid an allowance per ad-hoc meeting as determined by the MEC. The Members will be paid subsistence and travelling allowances when attending PRE activities and meetings. The Members will be appointed in terms of the National Land Transport Amendment Act No 23 of 2023.
<u>CENTRE</u>	:	Free State Department of Community Safety, Roads and Transport: Head Office (Bloemfontein)
<u>REQUIREMENTS</u>	:	Candidates must have at least ten (10) years' relevant experience in both the Public and Private Sector and any postgraduate degree or equivalent qualification in Finance, Transport Logistics or Transport Economics or Transport Management (Specialisation in Public Transport). Knowledge of the National Land Transport Amendment Act No 23 of 2023. Technical knowledge of the prescripts, regulations, and frameworks governing the Department's mandate and the National Land Transport Amendment Act No 23 of 2023. Competencies: Strong leadership, analytical thinking, good communication skills, ability to inspire confidence and maintain a balanced view, ability to maintain independence and objectivity, facilitation skills, courage to stimulate discussions and ask relevant questions, willingness to dedicate time to serve the interest of the public, encourage openness and transparency, professional approach, high level of integrity, independent judgement, knowledge of the public sector risk and control, and ability to offer new perspective, ability to promote effective working relationships. Be persons of integrity, independence and sound judgement.
<u>DUTIES</u>	:	As an Advisory Committee/entity to the Accounting Officer and MEC as required in terms of the requirements of the National Land Transport Amendment Act No 23 of 2023, the Provincial Regulatory Entity will: Adjudicate, oversee, advise and decide on the applications received regarding public transport operating licenses (renewals, transfers and amendments). Advise on issues relating to the public transport services in the province, thus ensuring compliance with the operating license conditions. Monitor and regulate public transport operations and route management within the Free State province. Assist in ensuring the transformation of the public transport sector, particularly in the taxi industry and the implementation of public policies and strategies relating to the National Land Transport Amendment Act. Advise when there are disputes in the transport sector and ensure that they are resolved. Improve efficiency in the Operator License Administration System (OLAS) and reduce backlogs of pending taxi applications. Improve service delivery on its core mandate of ensuring road safety, regulated public transport and an integrated transport system and network. Provision of sustainable community safety through its monitoring and assessment activities of all public transport modes within the Free State. Ensuring that the demands of public transport motor vehicles for required services in terms of the NLTA is compliant within the province are met efficiently, economically and effectively.
<u>ENQUIRIES</u>	:	Acting Deputy Director: Transport Registrar: Mr T.K.Z Ntai- Contact number: 0820599707

DEPARTMENT OF EDUCATION

<u>APPLICATIONS</u>	:	For All Posts: https://www.erecruitment.fs.gov.za
<u>CLOSING DATE</u>	:	23 October 2026
<u>NOTE</u>	:	Applications must be submitted using the link provided in the advertisement. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a detailed Curriculum Vitae (only). Certified copies of qualifications and other relevant documents will be requested from shortlisted candidates on or before the day of the interview. Successful candidates will be subjected to Personnel Suitability Checks (criminal record, citizenship & financial/asset record checks, qualification and employment verification including social media profiles). Appointment is subject to positive results of the security clearance process. The successful candidate will be required to sign an annual performance agreement and, where applicable, annually disclose his/her financial interests. All applicants are required to declare any conflict or perceived conflict of interest, to disclose

memberships of Boards and directorships that they may be associated with. Applicants, who do not comply with the requirements outlined above, will not be considered. People with disabilities, women and youth are encouraged to apply. In line with the Directive on Human Resource Management for Public Servants Professionalisation: Volume 1, all shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment.

OTHER POST

<u>POST 36/154</u>	:	<u>DEPUTY DIRECTOR REF NO: PS17/2026/01</u> Free State Department of Education Early Childhood Administration and Reporting System (eCares) Manager
<u>SALARY</u>	:	R932 292 - R1 098 195 annum (Level 11)
<u>CENTRE</u>	:	EMIS Sub-Directorate: Bloemfontein (supporting ECD)
<u>REQUIREMENTS</u>	:	Applicants must be in possession of a SAQA-recognised three-year post-matric qualification (NQF Level 7) in Education (B.Ed. / PGCE) or a SAQA-recognised three-year post-matric qualification (NQF Level 7) in Information Systems / ICT / Computer Science / Data or related field. 5 years Management Experience. 6-7 Years' relevant experience in Systems administration and user support; User Acceptance Testing (UAT) and training facilitation. Data reporting and system usage monitoring. Knowledge of: Cloud-based system operations; Provincial EMIS environment and/or ECD system landscape. Strong analytical, data manipulation and reporting skills (Excel advanced level). Ability to coordinate multi-level stakeholders (national, provincial, district). Problem-solving ability, attention to detail, and customer service orientation. Ability to work independently and travel extensively. A valid driver's license is essential. EMIS experience will be an added advantage.
<u>DUTIES</u>	:	The successful candidate will be responsible for Provincial eCares System Use & Performance management. Lead provincial support for system usage, performance and adoption; Monitor user compliance with system functionality and data workflows; Advocate system utilisation for decision-making. User Support & Access Management; Manage 1st line helpdesk support for PED users; Manage user access, roles and permissions; Escalate issues promptly to national and service providers. User Training & Capacity Building- Conduct ongoing training on: New releases; Functional improvements; Reporting and dashboards. Support districts and circuits to drive usage. Testing & Implementation-Lead provincial testing of system releases and updates; Develop test plans, record UAT outcomes, submit feedback to developers; Validate system enhancements prior to deployment. Systems Maintenance Support- Work with DBE and vendors (e.g. Mezzanine/Vodacom) to ensure continuity; Identify and resolve technical issues affecting provincial users. Reporting & Master Data Management-Maintain alignment between eCares and EMIS Masterlists; Validate EMIS number allocation in eCares; Support provincial reporting needs and accuracy. Stakeholder Collaboration-Work closely with PED ECD and EMIS Directorates; National EMIS and ECD teams social partners such as Ilifa Labantwana and the Bana Pele Initiative. The candidate will report to the provincial EMIS head and work closely with the ECD Directorate.
<u>ENQUIRIES</u>	:	Mr Randall Pienaar, Acting Director IT and Information systems at 079 503 5400

DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE

<u>APPLICATIONS</u>	:	Effective from 01 April 2026, the Department of Public Works and Infrastructure now utilises an e-Recruitment System which means all applicants must login/register (https://systems.fshealth.gov.za/e-Recruitment/Login)
<u>CLOSING DATE</u>	:	23 October 2026
<u>NOTE</u>	:	To apply for positions, we only accept hand delivered/posted/emailed applications should an applicant prove that he/she tried to apply via e-Recruitment with no success and the Department of Public Works and Infrastructure ICT unit was unable to assist. The applicant's profile on the e-Recruitment is equivalent to the newly approved Z83, and it is the

responsibility of applicants to ensure their profiles are fully completed or their applications will not be considered, as per the DPSA Practice Note. Certain documentation will still be required to be uploaded on the system such as copies of all qualifications including National Senior Certificate/Matric certificate, ID, etc., however these documents need not be certified at point of application, and however certification will be required prior to attending the interview. Please note: All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. It should be noted that the Department of Public Works and Infrastructure does not support the use of Artificial Intelligence (AI) in any of its recruitment and selection processes and will disqualify an application if it picks up the use of AI when completing assessments without acknowledging the source of information. Successful completion of the Nyukela Public Service SMS Pre-entry Programme as endorsed by the National School of Government, available as an online course on <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>, prior to finalisation of appointment, is a requirement for all SMS positions. For SMS positions certain candidates may be required to undergo additional Competency Assessments. All qualifications, criminal and SA citizenship checks will be conducted on all short-listed candidates and, where applicable, additional checks will be conducted in line with the new DPSA Directive effective 01 April 2024. By submitting your application, it also means you consent to the Department of Public Works and Infrastructure processing your information for Human Resources Management purposes. It is the applicant's responsibility to have all their foreign qualifications (this includes O and A level certificates) evaluated by the South African Qualifications Authority (SAQA), at your own expense. The status of your application will be visible on the e-Recruitment system. However, if you have not been contacted within 4 months of the closing date of this advertisement, please accept that your application was unsuccessful. Faxed or late applications will NOT be accepted. All queries must be submitted via email addressed to Human Resource support team on e-recruitmentfsdpwi01@fswork.gov.za (no applications strictly for enquiries

OTHER POSTS

POST 36/155

: **REGISTRY CLERK REF NO: PWI 13/26 (X1 POST)**
Office of The Head Of Department

SALARY **CENTRE** **REQUIREMENTS** **DUTIES**

: R237 453 per annum (Level 05), (A basic salary)
: Bloemfontein
: Grade 12 or equivalent (NQF 4) qualification. Computer Literacy.
: Provide registry counter services. Attend to clients. Handle telephonic and other enquiries received. Receive and register hand delivered mail/files. Handle incoming and out coming correspondence. Receive all mail. Sort, register and dispatch mail. Distribute notices on registry issues. Render an effective filling and record management service. Opening and close files according to record classification system. Filling/storage, tracing (electronically/manually) and retrieval of documents and files. Complete index cards for all files. Operate office machines in relation to the registry function. Open and maintain franking machine register. Frank post, record money and update register on a daily basis. Undertake spot checks on post to ensure no private post is included. Lock post in postbag for messengers to deliver to Post Office. Open and maintain remittance register. Record all valuable articles as prescribed in the remittance register. Hand delivers and signs over remittances to finance. Send wrong remittances back to sender via registered post and record reference number in register. Keep daily record of amount of letters franked. Process documents for archiving and/disposal Electronics scanning of files sort and package files for archives and distribution. Compile list of documents to be archived and submit to the supervisor. Keep records for archived document.

ENQUIRIES **APPLICATIONS**

: e-recruitmentfsdpwi01@fswork.gov.za
: To apply visit: (<https://systems.fshealth.gov.za/e-Recruitment/Login>)

<u>POST 36/156</u>	:	<u>MESSENGER /DRIVER REF NO: PWI 14/26</u> Office of The Head of Department (HOD)
<u>SALARY</u>	:	R170 226 per annum (Level 03), (A basic salary)
<u>CENTRE</u>	:	Bloemfontein
<u>REQUIREMENTS</u>	:	NQF3 (Grade10). Ability to read and write. Valid Driver's Licence 7-12 month's relevant experience. Knowledge of (procedures and practices regarding messenger services)
<u>DUTIES</u>	:	To render a messenger services, sort and arrange correspondence in the registry. Collect, distribute and circulate correspondences (mail, parcel, documents and files). Sort mail, files, documents and parcels. Ensure that items to collect are sealed and addressed. Collect mail, files, documents and parcels from addressor. Deliver mail, files, documents and parcels to addresses. To render driver services. Drive light and medium motor vehicles to transport passengers and deliver other items (mail and documents). Do routine maintenance on the allocated vehicle and report defects timely. Complete all the required and prescribed records and log books with regard to the vehicle and the goods handled.
<u>ENQUIRIES</u>	:	e-recruitmentfsdpwi01@fswork.gov.za
<u>APPLICATIONS</u>	:	To apply visit: (https://systems.fshealth.gov.za/e-Recruitment/Login)

DEPARTMENT OF TREASURY

The Free State Provincial Government is an equal opportunity, affirmative action employer and to this end has developed an employment equity plan pursuant to the Employment Equity Act. Preference for the filling of this post will be guided by the departmental equity plan and targets correlating to this post.

<u>APPLICATIONS</u>	:	applications for the Department of Free State Provincial Treasury to be submitted via: Online-link to https://www.erecruitment.fs.gov.za
<u>CLOSING DATE</u>	:	23 October 2026
<u>NOTE</u>	:	Effective from 1 April 2026, the Free State Provincial Treasury now utilises an e-Recruitment System (applicants must submit their applications via the online link https://www.erecruitment.fs.gov.za), which means all applicants must login/register to apply for positions, we only accept hand delivered/posted applications should an applicant prove that he/she tried to apply via e-Recruitment with no success and the Free State Provincial Treasury Information Technology Sub-directorate was unable to assist. The Department will not be responsible for server delays. Late applications due to technical issues will not be considered. The applicant's profile on the e-Recruitment is equivalent to the newly approved Z83, and it is the responsibility of applicants to ensure their profiles are fully completed or their applications will not be considered, as per the DPSA Practice Note. Applicants should upload their curriculum vitae (CV), qualification(s) and other related document(s) as one (1) document attachment on the e-Recruitment system. (Please ensure that document is in PDF format & maximum size 3MB). The Curriculum Vitae should be specific regarding previous positions occupied and the start date and end date of the position(s) should be indicated. Accompanying relevant documentation required to be uploaded on the system such as copies of all qualifications including National Senior Certificate/Matric certificate, Driver's license, ID, etc., such documents need not be certified at point of application, however, certification will be required prior to attending the interview. Only short-listed candidates will be required to submit certified copies of qualifications and other related documents on, or before the day of the interview following an invitation from the Department to attend an interview, and such qualification(s) and other related document(s) should be in line with the requirements of the advertisement. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other will be an integrity (ethical conduct) assessment. Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their applications are submitted online timeously. Candidates who possess foreign qualifications and/or short courses certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA). The highest relevant qualification should be captured/listed as the first qualification on the e-recruitment profile. Applicants are respectfully informed that if no notification of appointment is received within 4 months of the closing date, they must accept

that their applications were unsuccessful. Communication will be limited to short-listed candidates only. Suitable candidates will be subjected to personnel suitability checks (criminal record check, citizenship verification, financial assets check, qualification verification and reference checks). Applications must declare any pending criminal, disciplinary or any other allegations or investigations and/or record. The Department reserves the right not to make appointments on the advertised post(s). All queries must be submitted via email addressed to the Human Resources Recruitment Support Team on: recruitment@treasury.fs.gov.za (no applications, strictly for enquiries purposes). Free State Provincial Treasury is compliant with the requirements of POPIA.

OTHER POST

<u>POST 36/157</u>	:	<u>DEPUTY DIRECTOR: ADMINISTRATIVE SUPPORT AND CO-ORDINATION</u> <u>REF NO: FSPT 028/26</u>
<u>SALARY</u>	:	R932 292 per annum (Level 11), (an all-inclusive salary package), (This all-inclusive flexible remuneration package consists of a basic salary, the Government's contribution to the Government Employees Pension Fund and a flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, housing allowance and medical aid assistance).
<u>CENTRE</u>	:	Bloemfontein
<u>REQUIREMENTS</u>	:	An appropriate Diploma or Degree (NQF level 6) qualification in Public Administration/Business Administration or equivalent qualification. A minimum of three (3) years' relevant experience in an administration/support environment below middle management (Assistant Director) / middle management level. Broad knowledge and understanding of the functional areas covered by the executive authority's portfolio. Proven management competencies. Working knowledge of the political and parliamentary processes in South Africa. Computer literacy. Valid driver's license.
<u>DUTIES</u>	:	Manage the administrative and coordination activities within the office of the executive authority, including but not limited to, developing, implementing and maintaining systems to monitor and manage the flow of documents to, from and within the office of the executive authority, managing the procurement and maintenance of equipment and administering the budget in the office of the executive authority, managing logistical support, developing and maintaining a filing system and managing the registry for the office of the executive authority. Liaise with internal and external role-players with regard to matters relating to the portfolio of the executive authority. Render an executive council support service to the executive authority. Supervise employees.
<u>ENQUIRIES</u>	:	Ms. A M J Hattingh: recruitment@treasury.fs.gov.za