

NATIONAL DEPARTMENT OF TRANSPORT

Department of Transport is an equal opportunity, affirmative action employer with clear employment equity targets. Preference will be given to candidates whose appointment will assist the department in achieving its Employment Equity targets at these specific levels in terms of the Department's Employment Equity Plan, therefore White male / female, Coloured male/ female, Indian male / female and people with disabilities are encouraged to apply.

- APPLICATIONS** : Department of Transport, Private Bag X193, Pretoria, 0001 or hand deliver at the 159 Forum Building, Cnr Struben and Bosman Street, Pretoria for attention Recruitment Unit. Room 4034.
- CLOSING DATE** : 29 September 2023
- NOTE** : Applications must be accompanied by a completed new Z83 form, obtainable from any Public Service Department, (or obtainable at www.gov.za). Applicants must fill in full new Z83 form part A, B, C, and D. A recent updated comprehensive CV (previous experience must be comprehensively detailed, i.e. positions held and dates). Applicants will submit certified copies of all qualifications and ID document on the day of the interviews. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). The Department reserves the right not to fill the post. All shortlisted candidates for will be subjected to undertake a technical exercise that intends to test relevant technical elements of the job; the logistics will be communicated to candidates prior to the interviews. Recommended candidates will also be required to attend a generic managerial competency assessment after the interviews also take a note that National School of Governance (NSG) has introduced compulsory SMS pre-entry certificate with effect from 01 April 2020 as Minimum Entry Requirements for Senior Management Services and can be accessed through the following link: <http://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. The successful candidate must disclose to the Director-General particulars of all registrable financial interests, sign a performance agreement and employment contract with the Director-General within three months from the date of assumption of duty. The successful candidate must be willing to sign an oath of secrecy with the Department. Applicants will be expected to be available for selection interviews and assessments at a time, date and place as determined by the Department. An offer letter will only be issued to the successful candidate once the following has been verified educational qualifications, previous experience, citizenship, reference checks and security vetting. Please note: Correspondence will only be entered into with short-listed candidates.

MANAGEMENT ECHELON

- POST 31/87** : **CHIEF DIRECTOR: REGIONAL INTEGRATION REF NO: DOT/HRM/2023/53**
Branch: Integrated Transport Planning
Chief Directorate: Regional integration
- SALARY** : R1 371 558 per annum (Level 14) (All-inclusive salary package) of which 30% can be structured according to individual needs
- CENTRE** : Pretoria
- REQUIREMENT** : An undergraduate NQF level 7 qualification as recognised by SAQA in International Relations/ Economics/ Political Science/ Transport Economics/ or Logistics Management with a minimum of 5 years' experience at a senior management level in a global/ regional integration environment. Knowledge and Skills: Knowledge and understanding of bilateral and multi-bilateral, an understanding of the political environment, both local and international, an understanding of trade and foreign policies, knowledge in both SADC and AU programmes, activities and operations and the knowledge of project management and intergovernmental relations. The following will serve as strong recommendations: Strong communication skills, both verbal and written, financial management, strategic capability and leadership, people management and leadership, client orientation and customer focus, and change management.
- DUTIES** : Coordinate and facilitate the development and implementation of transport strategies in the SADC region and the continent, enhance Africa Integration

through implementation of initiatives by regional institutions, like New Partnership for Africa Development (NEPAD), African Union (AU), South African Development Community, etc, Enhance and improve efficient flow of goods and people through the borders of the country, enhance and improve efficient trade through the development of new corridors, participate in project teams to achieve a multi-disciplinary approach to meet set objectives of the department and manage the resources of the Chief Directorate.

**ENQUIRIES
NOTE**

: Ms Rirhandzu Mashava Tel No: (012) 309 3197
: Preference will be given to African Female, Coloured Male /Female, White Male, Indian Female and persons with disabilities are encouraged to apply for the position.

POST 31/88

: **DIRECTOR: PUBLIC ENTITY PERFORMANCE AND COMPLIANCE
(MARITIME) REF NO: DOT/HRM/2023/54**
Branch: Office of the DG
Chief Directorate: Public Entity Oversight
Directorate: Public Entity Performance and Compliance

SALARY

: R1 162 200 per annum (Level 13) (All-inclusive salary package) of which 30% can be structured according to individual needs

**CENTRE
REQUIREMENT**

: Pretoria
: An undergraduate NQF level 7 qualification as recognised by SAQA in Economics/ Financial Management or B.com Accounting with 6-10 years in a corporate governance or state-owned enterprise oversight environment of which 5 years must be at a middle management level. Knowledge and Skills: Legislative and policy prescripts relevant to the Department and its SOEs', corporate governance as it applies to public and private sector, project management, strategic planning and risk management, knowledge and understanding of the Public Finance Management Act (PFMA), knowledge of National Treasury Regulations and other relevant legislation and policies relevant to public entities, Understanding of corporate governance processes, the facilitation of appointments for boards or councils of public entities and the coordination of entities' strategic and annual performance plans, knowledge and understanding of monitoring the performance of public entities, knowledge of data analysis, financial and non-financial report writing including policy formulation and evaluation. The following will serve as strong recommendations: Strong communication skills, both verbal and written, financial management, strategic capability and leadership, people management and leadership, client orientation and customer focus, and change management.

DUTIES

: Ensure Alignment of Public Entity Planning documents (Corporate Plans, Strategic plans, Annual Performance Agreements) with the Strategic Plan of Departments, monitor and evaluate the performance of Department of Transport entities as stated in the planning documents, monitor compliance with the Public Finance Management Act (PFMA), and/ or Agency enabling legislation regulations and policies, manage stakeholder relations, participate in project teams to achieve a multi-disciplinary approach to meet the set objectives of the Department and manage the resources of the Directorate.

**ENQUIRIES
NOTE**

: Ms Molatelo Motsepe Tel No: (012) 309 3851
: Preference will be given to African Male/Female, Coloured Male /Female, White Male, Indian Female and persons with disabilities are encouraged to apply for the position.

POST 31/89

: **DIRECTOR: PUBLIC ENTITY PERFORMANCE AND COMPLIANCE
(ROADS) REF NO: DOT/HRM/2023/55**
Branch: Office of the DG
Chief Directorate: Public Entity Oversight
Directorate: Public Entity Performance and Compliance

SALARY

: R1 162 200 per annum (Level 13) (All-inclusive salary package) of which 30% can be structured according to individual needs

**CENTRE
REQUIREMENT**

: Pretoria
: An undergraduate NQF level 7 qualification as recognised by SAQA in Economics/ Financial Management or B.com Accounting with 6-10 years in a corporate governance or state-owned enterprise oversight environment of which 5 years must be at a middle management level. Knowledge and Skills: Legislative and policy prescripts relevant to the Department and its SOEs',

corporate governance as it applies to public and private sector, project management, strategic planning and risk management, knowledge and understanding of the Public Finance Management Act (PFMA), knowledge of National Treasury Regulations and other relevant legislation and policies relevant to public entities, Understanding of corporate governance processes, the facilitation of appointments for boards or councils of public entities and the coordination of entities' strategic and annual performance plans, knowledge and understanding of monitoring the performance of public entities, knowledge of data analysis, financial and non-financial report writing including policy formulation and evaluation. The following will serve as strong recommendations: Strong communication skills, both verbal and written, financial management, strategic capability and leadership, people management and leadership, client orientation and customer focus, and change management.

DUTIES : Ensure Alignment of Public Entity Planning documents (Corporate Plans, Strategic plans, Annual Performance Agreements) with the Strategic Plan of Departments, monitor and evaluate the performance of Department of Transport entities as stated in the planning documents, monitor compliance with the Public Finance Management Act (PFMA), and/ or Agency enabling legislation regulations and policies, manage stakeholder relations, participate in project teams to achieve a multi-disciplinary approach to meet the set objectives of the Department and manage the resources of the Directorate.

ENQUIRIES : Ms Molatelo Motsepe Tel No: (012) 309 3851
NOTE : Preference will be given to African Male/Female, Coloured Male /Female, White Male, Indian Female and persons with disabilities are encouraged to apply for the position.

OTHER POSTS

POST 31/90 : **DEPUTY DIRECTOR: RAIL, AVIATION, AND MARITIME PUBLIC ENTITY PERFORMANCE AND COMPLIANCE REF NO: DOT/HRM/2023/56**
 Branch: Office of the DG
 Chief Directorate: Public Entity Oversight
 Directorate: Public Entity Performance and Compliance
 Sub Directorate: Maritime Public Entity Performance and Compliance

SALARY : R811 560 per annum (Level 11) (All-inclusive salary package) of which 30% can be structured according to individual needs

CENTRE : Pretoria
REQUIREMENT : An undergraduate NQF level 6 qualification as recognised by SAQA in Economics/ Financial Management or Accounting with 5 years in a corporate governance or state-owned enterprise oversight environment of which 3 years must be at a junior management or Assistant Director level. Knowledge and Skills: Legislative and policy prescripts relevant to the Department and its SOEs', corporate governance as it applies to public and private sector, project management, strategic planning and risk management, knowledge and understanding of the Public Finance Management Act (PFMA), knowledge of National Treasury Regulations and other relevant legislation and policies relevant to public entities, Understanding of corporate governance processes, the facilitation of appointments for boards or councils of public entities and the coordination of entities' strategic and annual performance plans, knowledge and understanding of monitoring the performance of public entities, knowledge of data analysis, financial and non-financial report writing including policy formulation and evaluation. The following will serve as strong recommendations: Strong communication skills, both verbal and written, financial management, strategic capability and leadership, people management and leadership, client orientation and customer focus, and change management.

DUTIES : Ensure Alignment of Public Entity Planning documents (Corporate Plans, Strategic plans, Annual Performance Agreements) with the Strategic Plan of Departments, monitor and evaluate the performance of Department of Transport entities as stated in the planning documents, monitor compliance with the Public Finance Management Act (PFMA), and/ or Agency enabling legislation regulations and policies including Audit functions, manage stakeholder relationships, participate in project teams to achieve a multi-disciplinary approach to meet the set objectives of the Department and manage the sub-directorate.

ENQUIRIES : Ms Molatelo Motsepe Tel No: (012) 309 3851
NOTE : Preference will be given to African Male, Coloured Male /Female, White Male and persons with disabilities are encouraged to apply for the position.

POST 31/91 : **ASSISTANT DIRECTOR: BLACK ECONOMIC EMPOWERMENT REF NO: DOT/HRM/2023/57**
Branch: integrated Transport Planning
Chief Directorate: Modelling and Economic Analysis
Directorate: Black Economic Empowerment
Re-advert, candidates who previously applied must apply again.

SALARY : R527 298 per annum (Level 10)
CENTRE : Pretoria
REQUIREMENT : An undergraduate NQF level 6 qualification as recognised by SAQA in Economics/ Transport Management/ Business Administration/ Law/ Logistics/ Transport and Logistics Management with 3 years of experience at a supervisory or practitioner level in Black Economic Empowerment environment. Knowledge and Skills: Must have knowledge of Broad-Based Black Economic Empowerment, must be knowledgeable about institutional arrangements of Dot's eight sub-sectors, ability to establish relationships with a wide variety of stakeholders, excellent stakeholder interaction and management skills, interpersonal and peoples management, leadership qualities, pay attention to details and apply systematic approach, good verbal and written communication, excellent computer skills, above-average analytical skills, thorough understanding of transformation and Broad Based Black Economic Empowerment Principles, Legislation and requirements, Understanding of corporate governance, PFMA, EEA, PPPFA, SDA, etc.

DUTIES : Develop and amend the Integrated Transport Sector Code, Facilitate the functioning of the Integrated Transport Sector (TIS) Charter Council, Facilitate the B-BBEE Audit for the Department Annually, identify transformation opportunities within the DoT's eight subsectors, entities and other departments, meet set objectives of the Department and manage the resources of the Department.

ENQUIRIES : Mr Ntsieni Ntsieni Tel No: (012) 309 3881
NOTE : Preference will be given to African Male, Coloured Male /Female, Indian Male/Female, White Male/Female and persons with disabilities are encouraged to apply for the position.

POST 31/92 : **SENIOR ADMINISTRATIVE OFFICER: BLACK ECONOMIC EMPOWERMENT REF NO: DOT/HRM/2023/58**
Branch: integrated Transport Planning
Chief Directorate: Modelling and Economic Analysis
Directorate: Black Economic Empowerment
Re-advert, candidates who previously applied must apply again.

SALARY : R359 517 per annum (Level 08)
CENTRE : Pretoria
REQUIREMENT : An undergraduate NQF level 6 qualification as recognised by SAQA in Economics/ Transport Management/ Business Administration/ Law/ Logistics/ Transport and Logistics Management with 2-3 years of experience in the Broad-Based Black Economic Empowerment environment. Knowledge and Skills: Must have knowledge of Broad-Based Black Economic Empowerment, must be knowledgeable about institutional arrangements of Dot's eight sub-sectors, ability to establish relationships with a wide variety of stakeholders, excellent stakeholder interaction skills, pay attention to details and apply systematic approach, good verbal and written communication, excellent computer skills, above-average analytical skills, thorough understanding of transformation and Broad Based Black Economic Empowerment Principles, Legislation and requirements, Understanding of corporate governance, PFMA, EEA, PPPFA, SDA, etc.

DUTIES : Implement the BEE legislation in the Department, identify transformation opportunities within the Dot's eight subsector, entities and other departments, facilitate the functioning of the Integrated transport Sector Charter Council and provide general administration.

ENQUIRIES : Mr Ntsieni Ntsieni Tel No: (012) 309 3881

- NOTE** : Preference will be given to African Male, Coloured Female, Indian Male/Female, White Male and persons with disabilities are encouraged to apply for the position.
- POST 31/93** : **SENIOR ADMINISTRATIVE OFFICER: TRAVEL SERVICE AND RECONCILIATION REF NO: DOT/HRM/2023/59**
Branch: Corporate Services
Chief Directorate: Corporate Management
Directorate: Travel and Facilities Management
- SALARY CENTRE REQUIREMENT** : R359 517 per annum (Level 08)
: Pretoria
: An undergraduate NQF level 6 qualification as recognised by SAQA in Public Management/ Business Management/ Procurement/ Financial Management/ Transport and Logistics Management with 3 years relevant experience in travel procurement and reconciliation environment. Knowledge and Skills: PFMA, Treasury Regulations and Instructions, Communication skills, both written and verbal, Computer literacy, thorough understanding of prescripts, financial management and travel policy for the department.
- DUTIES** : Reconcile travel accounts, validate payments of travel accounts, attend to irregular, fruitless and wasteful expenditure in respect of travel arrangements and provide supervision of staff.
- ENQUIRIES NOTE** : MS Elisa Eeland Tel No: (012) 309 3562
: Preference will be given to African Male, Coloured Female, Indian Male/Female, White Male and persons with disabilities are encouraged to apply for the position.
- POST 31/94** : **DANGEROUS GOODS OFFICER REF NO: DOT/HRM/2023/60**
Branch: Road Transport
Chief Directorate: Road Transport Regulation
Directorate: Compliance
Sub-Directorate: Dangerous Goods
- SALARY CENTRE REQUIREMENT** : R359 517 per annum (Level 08)
: Pretoria
: An undergraduate NQF level 6 qualification as recognised by SAQA in Transport Management or Traffic Management with 2 years' experience in the dangerous goods environment. Knowledge and Skills: Knowledge of the National Roads Traffic Act, computer literacy, sound English writing, reading, and speaking skills, office administration skills coordination skills, presentation and facilitation skills, operational planning skills.
- DUTIES** : Conduct evaluations and inspections at premises of approved dangerous goods training bodies, operators, consigners and consignees, participate in evaluation and recommendation for the approval of training bodies to the Minister, conduct road side inspections of operators with law enforcers, facilitate information sessions of law enforcers and the dangerous goods industry, assist with the alignment of National Anti-fraud and corruption Strategy with the Anti-Corruption Strategy, and provide general administrative support services.
- ENQUIRIES NOTE** : Ms Laetitia Botma Tel No: (012) 309 3763
: Preference will be given to African Male, Coloured Female, Indian Male/Female, White Male and persons with disabilities are encouraged to apply for the position.