



LIMPOPO

PROVINCIAL GOVERNMENT
REPUBLIC OF SOUTH AFRICA

LIMPOPO PROVINCE
DEPARTMENT OF TRANSPORT

HEAD OFFICE REGISTRY

DEPARTMENT OF TRANSPORT

2017 -07- 24

RECEIVED

Private Bag x 9491, Polokwane, 0700

Ref: S4/1/1

Enq: Ms Phihlela R J

Date: 10 July 2017

TO: ALL HEADS OF DEPARTMENT: LIMPOPO PROVINCIAL GOVERNMENT

DEPARTMENT OF TRANSPORT CIRCULAR NO 28 OF 2017

SUBJECT: ADVERTISEMENT OF POSTS

The Department of Transport is an equal opportunity, affirmative action employer with clear employment equity targets. Women and people with disabilities are encouraged to apply.

1. Applications are hereby invited for the filling of the vacant posts, which exist in the Department of Transport as outlined on the attached annexure. The contents of this circular must be brought to the attention of all employees within your Departments.
2. **Applications for Head office should be forwarded to:-**
The Head of Department,
Department of Transport,
Private Bag X 9491, Polokwane, 0700 OR Handed in at Phamoko Building, Second (2nd) Floor, Office No. 45 at 40 Church Street, Polokwane, 0699.

Applications for Districts should be forwarded to:-

Capricorn District, Lebowakgomo Govt , Complex
Director Capricorn District, Private Bag X 51, Chuenespoort, 0745, Tel No 015 633 6691

Vhembe District, Thohoyandou Govt , Complex
Director Vhembe District, Private Bag X 2145, Sibasa, 0970, Tel No 015 960 3000

Sekhukhune District, Lebowakgomo Govt , Complex
Director Sekhukhune District, Private Bag X 61, Lebowakgomo, 0737, Tel No 015 633 5150/6808

Waterberg District, NTK Building, cnr Thabo Mbeki & River Street
Director Waterberg District, Private Bag X 1038, Modimolle, 0510, Tel No 014 718 2300/2311

Mopani District, Giyani Govt, Complex
Director Mopani District, Private Bag X 9679, Giyani, 0826, Tel No 015 811 7000

Applications which are faxed, e-mailed or forwarded / submitted to the wrong address will not be considered.

NOTE

Applications should be submitted on the prescribed Form Z83 (Obtainable from any Public Service Department or on the Internet at www.gov.za/documents), which must be completed in full, originally signed, with reference number indicated and dated by the applicant. Application should be accompanied by a recent updated comprehensive CV (previous experience must be comprehensively detailed, i.e. positions held and dates) as well as certified copies of all qualifications, ID document and where it is a requirement, a certified copy of the driver's license must be attached. The employer reserves the right not to fill the posts. Failure to submit the requested documents will result in your application not being considered.

All shortlisted candidates for SMS posts will be subjected to Technical exercise that intends to test relevant technical element of the Job and all recommended candidate will attend a competency assessment that intend to test generic managerial skills. Candidates for the post of driver will be subjected to a competency driving test.

The successful candidates must be willing to sign an oath of secrecy with the Department and also be expected to sign performance agreement. Suitable candidates will be subjected to a personnel suitability check (i.e. verification of educational qualifications, previous work experience, citizenship, reference checks, criminal record check, verification of financial/assets record check and security vetting). Where applicable, candidates will be subjected to a skills/knowledge test. The Department reserves the right not to make any appointment(s) to the posts advertised. The employment decision shall be informed by the Employment Equity Plan of the Department.

Applications received after the closing date whether posted or hand-submitted will not be considered. Applicants who apply for more than one position are requested to submit separate applications for each position they wish to apply for. Failure to comply with the above requirements will result in the disqualification of the application. Correspondence will be limited to short-listed candidates only, due to the large number of applications we envisage. If you have not heard from us within 90 days of the closing date, please accept that your application has been 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) No.3 of 2000.

3. Enquiries: Ms M J Duba at 015-295 1086 and Ms R J Phihlela at 015 295 1166.

CLOSING DATE : 18 August 2017 at 16h00


Ms Hanli du Plessis
HoD: Transport
Date 20/7/17

THE DEPARTMENT OF TRANSPORT LIMPOPO IS AN AFFIRMATIVE ACTION EMPLOYER.

A. CHIEF DIRECTORATE : GITO

**POST : ASSISTANT DIRECTOR: IT SYSTEMS AND SUPPORT X 2 POSTS
(REF: LDT 001/17)**

SALARY : R 334 545 p.a. (LEVEL 9)

CENTRE : CAPRICORN AND WATERBERG DISTRICTS

REQUIREMENTS:

QUALIFICATIONS AND COMPETENCIES

- **An undergraduate qualification (NQF Level 6) in IT or equivalent as recognised by SAQA**
- **A minimum of three (3) years relevant experience at supervisory level / position**
- **Advanced Computer Literacy**
- **Valid driver's licence**
- **Communications skills**
- **Problem Solving and Analysis**
- **Knowledge Management**
- **Service Delivery Innovation**
- **Client Orientation and Customer Focus**

KEY PERFORMANCE AREA

- **Provide technical support functions to the districts, traffic stations and cost centres.**
- **Standardise desktop software and Update anti-virus software, and server.**
- **Manage Network.**
- **Ensure provision of IT equipment's**

POST : ASSISTANT DIRECTOR: IT TECHNICAL SERVICES (REF: LDT 002/17)

SALARY : R 334 545 p.a. (LEVEL 9)

CENTRE : HEAD OFFICE (POLOKWANE)

REQUIREMENTS:

QUALIFICATIONS AND COMPETENCIES

- **An undergraduate qualification (NQF Level 6) in IT or equivalent as recognised by SAQA**
- **A minimum of three (3) years relevant experience at supervisory level / position**
- **Advanced Computer Literacy**
- **Valid driver's licence**

- Communications skills
- Problem Solving and Analysis
- Knowledge Management
- Service Delivery Innovation
- Client Orientation and Customer Focus

KEY PERFORMANCE AREA

- Provide technical support functions to Head Office.
- Implement and maintain IT Networks.
- Liaise externally with Service Providers (SITA Helpdesk, etc) regarding wide area network
- Manage IT helpdesk internally and externally.
- Ensure network availability and performance on LAN and on service levels experienced on all segment of WAN.
- Responsible for IT Assets inventory.
- Oversee and inspect the installation of cabling work done by external services providers.

POST : IT TECHNICIAN (REF: LDT 003/17)

SALARY : R 226 611 p.a. (LEVEL 7)

CENTRE : HEAD OFFICE (POLOKWANE)

REQUIREMENTS:

QUALIFICATIONS AND COMPETENCIES

- **An undergraduate qualification (NQF Level 5) in IT or equivalent as recognised by SAQA**
- A minimum of one year relevant experience in IT Technical Services
- Valid driver's licence
- Computer Literacy
- Knowledge Management
- Service Delivery Innovation
- Problem Solving and Analysis
- Client Orientation and Customer Focus
- Communication skills
- Public Service Knowledge
- Negotiation skills

KEY PERFORMANCE AREA

- Attend to all IT queries
- Installation and configuration of printers
- Installation and configuration of computers on various software's
- Responsible for the software's upgrading of computer systems
- Downloads daily antivirus and patches
- Reloading of server

B. CHIEF DIRECTORATE : CORPORATE SERVICES

**POST : DEPUTY DIRECTOR: PERFORMANCE MANAGEMENT AND DEVELOPMENT
SYSTEM (PMDS) (REF: LDT 004/17)**

SALARY: R657 558 p.a (LEVEL 11)

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 in terms of applicable rules.

CENTRE: HEAD OFFICE (POLOKWANE)

REQUIREMENTS

QUALIFICATIONS AND COMPETENCIES

- **An undergraduate qualification (NQF level 6) as recognised by SAQA**
- **Qualification in Human Resource Management /Administration or equivalent will be an added advantage**
- **A minimum of five (5) years' experience at Assistant Director level in the same field**
- **Valid Driver's Licence**
- **Computer Literacy**
- **Strategic Capability and Leadership**
- **People Management and Empowerment**
- **Programme and Project Management**
- **Financial Management**
- **Change and Knowledge Management**
- **Service Delivery Innovation**
- **Problem Solving and Analysis**
- **Client Orientation and Customer Focus**
- **Communication skills**
- **Public Service Knowledge**
- **Negotiation skills**
- **Policy formulation and Analytic thinking**

KEY PERFORMANCE AREA

- **Co – ordinate and facilitate effective implementation of Performance Management System for the entire department.**
- **Planning and contracting towards development of Performance agreements, Individual Work plan and standard Framework**
- **Monitoring progress reviews in Head Office, Districts and Institutions staff members.**
- **Evaluating performance in Head Office, Districts and Institutions**
- **Alignment of Performance management system for the Department with Premier's Excellence Awards.**

POST : ASSISTANT DIRECTOR: HR PROVISIONING (REF: LDT 005/17)

SALARY : R 334 545 p.a (Level 9)

CENTRE : HEAD OFFICE (POLOKWANE)

REQUIREMENTS:

QUALIFICATIONS AND COMPETENCIES

- **An undergraduate qualification (NQF Level 6) as recognised by SAQA.**
- **Qualification in Human Resource Management /Administration will be an added advantage**
- **A minimum of three (3) years relevant experience at supervisory level / position**
- **Computer Literacy**
- **Valid driver's licence**
- **Communications skills**
- **Problem Solving and Analysis**
- **Knowledge Management**
- **Service Delivery Innovation**
- **Client Orientation and Customer Focus**

KEY PERFORMANCE AREA

- **Handle recruitment and selection process of personnel**
- **Handle restructuring of SMS/ MMS packages**
- **Handle transfer, secondment , placement of personnel and resettlement benefits**
- **Develop Human Resource policies and systems**
- **Monitor Financial disclosures of personnel**
- **Verification of educational qualifications**
- **Ensure implementation of Job evaluation results**

POST : DRIVER X 2 POSTS (REF: LDT 006/17)

SALARY : R 127 851 p.a (Level 4)

CENTRE : HEAD OFFICE (POLOKWANE)

REQUIREMENTS:

QUALIFICATIONS AND COMPETENCIES

- **Grade 12 certificate or equivalent qualification as recognised by SAQA**
- **Valid driver's licence**
- **Prof. Driving Permit (PDP) will be an added advantage**
- **Communication**
- **Ability to read and write**
- **Driving skills**

KEY PERFORMANCE AREA

- To render driver services.
- To conduct routine inspection of vehicles so as to ensure timeous reporting of defects that may arise
- Regular update of log – book
- To ensure that the use of the vehicle is for official purpose only

C.CHIEF DIRECTORATE : ROAD TRAFFIC AND SAFETY

POST : DIRECTOR: ROAD TRAFFIC (REF: LDT 007/17)

**SALARY: All inclusive remuneration package of R898 743 p.a
(Level 13)**

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 restructured in terms of applicable rules.

CENTRE: HEAD OFFICE (POLOKWANE)

REQUIREMENTS

QUALIFICATIONS AND COMPETENCIES

- **An undergraduate qualification (NQF Level 7) as recognised by SAQA**
- **Qualifications in Traffic/Transport Management/Administration will be an added advantage**
- A recognised Road Traffic Diploma
- Appointment as a Peace Officer
- Five (5) years of experience at Deputy Director level.
- Valid driver's licence
- Strategic Capability and Leadership
- People Management and Empowerment
- Programme and Project Management
- Financial Management
- Change and knowledge Management
- Computer Literacy
- Service Delivery Innovation
- Problem Solving and Analysis
- Client Orientation and Customer Focus
- Communication skills
- Public Service Knowledge
- Negotiation skills
- Policy formulation and Analytic thinking

KEY PERFORMANCE AREA

- Manage the coordination of Traffic station operations
- Manage the coordination of Traffic Control Centre operations
- Manage Public Transport and Dangerous goods operations
- Manage the provisioning of Traffic support services

POST : CHIEF PROVINCIAL INSPECTOR: X 09 POSTS (REF: LDT 008/17)

SALARY: R 417 552 p.a. (LEVEL 10)

CENTRE: WATERBERG (MODIMOLLE, LEPHALALE, MOKOPANE AND GROBLERSBRUG), VHEMBE (MUSINA AND MALAMULELE) SEKHUKHUNE (MOUTSE AND DILOKONG) MOPANI (GIYANI) DISTRICTS

REQUIREMENTS

QUALIFICATIONS AND COMPETENCIES

- Grade 12 or equivalent as recognised by SAQA.
- A recognised Road Traffic Diploma
- An undergraduate qualification (NQF level 6) or equivalent as recognised by SAQA will be an added advantage.
- A minimum of ten (10) years' experience at Principal Provincial Inspector level
- Appointment as a Peace Officer.
- Valid Driver's Licence
- Computer literacy
- Strategic Capability and Leadership
- People Management and Empowerment
- Knowledge Management
- Service Delivery Innovation
- Problem Solving and Analysis
- Client Orientation and Customer Focus
- Communication skills
- Public Service Knowledge
- Negotiation skills

KEY PERFORMANCE AREA

- Manage the implementation of operational Law enforcement plan
- Ensure effective and efficient Leadership
- Management of service delivery improvement
- Management of Human and Financial Resources
- Ensure effective and efficient Asset Management

POST : ASSISTANT DIRECTOR: REGISTRATION AND PERMITS (REF: LDT 009/17)

SALARY: R 417 552.00 p.a (LEVEL 10)

CENTER: HEAD OFFICE (POLOKWANE)

REQUIREMENTS

QUALIFICATIONS AND COMPETENCIES

- **An undergraduate qualification (NQF level 6) or equivalent as recognised by SAQA.**
- A minimum of three (3) years relevant experience at supervisory level / position
- Computer Literacy
- Valid driver's licence
- Communications skills
- Problem Solving and Analysis
- Knowledge Management
- Service Delivery Innovation
- Client Orientation and Customer Focus

KEY PERFORMANCE AREA

- Handle and Co – ordinate administrative and Legislative issues relating to registration of Institutions and persons as legislated in the NRTA
- Coordinate receipt and statistics for learners and driver's licenses and Roadworthy Certificate issued
- Linking of examiners of drivers Licenses and Vehicles to specific stations to enables them to execute tests
- Manage appeals related to Professional Driving Permits , Driver's Licences , Instructors Certificate Driver's Testing Centres , Vehicles testing stations, manufacturers, Builders and importers of vehicles , Manufacturers of Number Plates, Examiners of Driving Licenses , Traffic Officers and Licensing Inspectors
- Facilitate requests for procurement of goods , services and contracts within the Registration Division
- Facilitate the registration, suspension, cancellation, re- instatement of Driver's Testing Centres, Vehicles licenses , Traffic Officer's and Licensing Inspectors
- Implement plants and control all activities in the Registration Division

POST : ASSISTANT DIRECTOR: e-NaTIS HELP DESK (REF: LDT 010/17)

SALARY : R 334 545.00 p.a (LEVEL 09)

CENTRE: HEAD OFFICE (POLOKWANE)

REQUIREMENTS

QUALIFICATIONS AND COMPETENCIES

- **An undergraduate qualification (NQF level 6) or equivalent as recognised by SAQA.**
- A minimum of three (3) years relevant experience at supervisory level / position

- Computer Literacy
- Valid driver's licence
- Communications skills
- Problem Solving and Analysis;
- Knowledge Management
- Service Delivery Innovation
- Client Orientation and Customer Focus

KEY PERFORMANCE AREA

- Implement plans and control all activities in the Provincial Help Desk to ensure effective service delivery.
- Supervise and monitor all administration functions of motor vehicle registration and Licensing, Driver Licensing Testing Centres and Vehicle Testing Stations with regard to e-Natis
- Compile and facilitate relevant requests for procurement of goods, services and contracts within the Help Desk to ensure that they are aligned to the Provincial Procurement procedures and PFMA
- Ensure that all e-Natis related transactions are processed as prescribed.
- Supervise and monitor activities of subordinate to ensure proper implementation of National Road Legislation throughout the Provincial registering authorities and Help – Desk.

D CHIEF DIRECTORATE: FINANCE

POST : DIRECTOR: INTERNAL CONTROL AND COMPLIANCE (REF: LDT 011/17)

SALARY: All inclusive remuneration package of R898 743 p.a (LEVEL 13)

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 in terms of applicable rules.

CENTRE: HEAD OFFICE (POLOKWANE)

REQUIREMENTS

QUALIFICATIONS AND COMPETENCIES

- An undergraduate qualification (NQF level 7) or equivalent as recognised by SAQA.
- Qualification in Accounting / Auditing / Internal Auditing / Finance will be an added advantage
- A minimum of five (5) years' experience at Deputy Director level
- Computer literacy
- Valid driver's licence.
- Strategic Capability and Leadership
- Project and Programme Management
- Communication skills
- Financial Management and reporting
- Negotiation skills

- Policy Analysis and Development
- Diversity Management
- Change and Knowledge Management

KEY PERFORMANCE AREA

- Monitor the development of internal control and compliance Plan
- Monitor the execution of Compliance work and implementation of internal controls
- Monitor Internal Control and Compliance Reports
- Coordinate sectional and the work governance structure services
- Facilitate assurance services (coordinate internal and external audit matters)

POST : DIRECTOR: FINANCIAL ACCOUNTING (REF: LDT 012/17)

SALARY: All inclusive remuneration package of R898 743 p.a (LEVEL 13)

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 in terms of applicable rules.

CENTRE: HEAD OFFICE (POLOKWANE)

REQUIREMENTS

QUALIFICATIONS AND COMPETENCIES

- **An undergraduate qualification (NQF level 7) or equivalent as recognised by SAQA.**
- **Qualification in Financial Management/ Public Finance will be an added advantage**
- Five (5) years of experience at Deputy Director level.
- Computer literacy
- Valid driver's licence.
- Strategic Capability and Leadership
- People Management and Empowerment
- Programme and Project Management
- Financial Management
- Change and Knowledge Management
- Service Delivery Innovation
- Problem Solving and Analysis
- Client Orientation and Customer Focus
- Communication skills
- Public Service Knowledge
- Negotiation skills
- Policy formulation and Analytic thinking

KEY PERFORMANCE AREA

- Management of revenue and related services
- Management of salaries and expenditure
- Management of accounts and expenditure
- Debtors and Creditors management

POST : DIRECTOR: MANAGEMENT ACCOUNTING (REF: LDT 013/17)

SALARY: All inclusive remuneration package of R898 743 p.a (LEVEL 13)

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 in terms of applicable rules.

CENTRE: HEAD OFFICE (POLOKWANE)

REQUIREMENTS

QUALIFICATIONS AND COMPETENCIES

- **An undergraduate qualification (NQF level 7) or equivalent as recognised by SAQA.**
- **Qualification in Financial Management / Public Finance will an added advantage**
- **Five (5) years of experience at Deputy Director level.**
- **Computer literacy**
- **Valid driver's licence.**
- **Strategic Capability and Leadership**
- **People Management and Empowerment**
- **Programme and Project Management**
- **Financial Management**
- **Change and Knowledge Management**
- **Service Delivery Innovation**
- **Problem Solving and Analysis**
- **Client Orientation and Customer Focus**
- **Communication skills**
- **Public Service Knowledge**
- **Negotiation skills**
- **Policy formulation and Analytic thinking**

KEY PERFORMANCE AREA

- **Budget examination, preparation and execution**
- **Financial reporting**
- **Reconciliation**
- **Advice programme managers on budget matters**

POST : DEPUTY DIRECTOR: ACQUISITION MANAGEMENT (REF: LDT 014/17)

SALARY: R657 558.00 (LEVEL 11)

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 in terms of applicable rules.

CENTRE: HEAD OFFICE (POLOKWANE)

REQUIREMENTS

QUALIFICATIONS AND COMPETENCIES

- **An undergraduate qualification (NQF level 6) or equivalent as recognised by SAQA.**
- **Qualification in Finance, supply chain, acquisition will be an added advantage**
- A minimum of three (3) years' experience at Assistant Director level in the same field
- Computer Literacy
- Driver's License
- People Management and Empowerment
- Strategic capability and leadership
- Change and Knowledge Management
- Service Delivery Innovation
- Problem Solving and Analysis
- Client Orientation and Customer Focus
- Communication skills
- Public Service Knowledge
- Negotiation skills

KEY PERFORMANCE AREA

- Manage the invitation of bids and quotations
- Coordinate the registration of bids
- Ensure the convening of the DBC meetings
- Facilitate the evaluation of bids and quotations

POST : DEPUTY DIRECTOR: RISK MANAGEMENT (REF: LDT 015/17)

SALARY: All inclusive remuneration package of R657 558 per annum. (Level 11)

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 restructured in terms of applicable rules.

CENTRE: HEAD OFFICE (POLOKWANE)

REQUIREMENTS

QUALIFICATIONS AND COMPETENCIES

- **An undergraduate qualification (NQF Level 6) or equivalent as recognised by SAQA.**
- **Qualification in Risk Management / Finance / Administration will be an added advantage**
- A minimum of 3 years' experience at Assistant Director level in the same field
- Computer literacy
- Valid driver's licence
- People Management and Empowerment
- Strategic capability and leadership
- Change and knowledge Management
- Service Delivery Innovation
- Problem Solving and Analysis

- Client Orientation and Customer Focus
- Communication skills
- Public Service Knowledge;
- Negotiation skills

KEY PERFORMANCE AREA

- Facilitate and coordinate Risk management
- Develop and implement risk management strategy
- Ensure Business continuity management

POST : DEPUTY DIRECTOR: FINANCIAL CONTROL (REF: LDT 016/17)

SALARY: All inclusive remuneration package of R657 558 per annum. (Level 11)

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 restructured in terms of applicable rules.

CENTRE: VHEMBE DISTRICT

REQUIREMENTS

QUALIFICATIONS AND COMPETENCIES

- **An undergraduate qualification (NQF Level 6) or equivalent as recognised by SAQA**
- **Qualification in Financial Management/Public Finance will be an added advantage**
- A minimum of three (3) years' experience at Assistant Director level in the same field
- Computer literacy
- Valid Driver's licence
- People Management and Empowerment
- Strategic capability and leadership
- Change and knowledge Management
- Service Delivery Innovation
- Problem Solving and Analysis
- Client Orientation and Customer Focus
- Communication skills
- Public Service Knowledge
- Negotiation skills

KEY PERFORMANCE AREA

- Manage payment of salaries in the district
- Prepare budget and monitor expenditure
- Manage procurement services and district assets
- Manage revenue
- Manage district debt

POST : ASSISTANT DIRECTOR: DEBT AND REVENUE (REF: LDT 017/17)

SALARY: R 334 545.p.a (LEVEL 9)

CENTRE: WATERBERG DISTRICT

REQUIREMENTS

QUALIFICATIONS AND COMPETENCIES

- **An undergraduate qualification (NQF level 6) or equivalent as recognised by SAQA.**
- **Qualification in Finance will be an added advantage**
- A minimum of three (3) years relevant experience at supervisory level / position
- Computer Literacy
- Valid driver's licence
- Communications skills
- Problem Solving and Analysis
- Knowledge Management
- Service Delivery Innovation
- Client Orientation and Customer Focus

KEY PERFORMANCE AREA

- Management of district revenue and debt
- Ensure compliance to revenue policies
- Management of revenue returns
- Ensure proper control measures

POST : ASSISTANT DIRECTOR: FINANCIAL CONTROL (REF: LDT 018/17)

SALARY: R334 545 per annum

CENTRE: MOPANI DISTRICT

REQUIREMENTS:

QUALIFICATIONS AND COMPETENCIES

- **An undergraduate qualification (NQF level 6) or equivalent as recognised by SAQA.**
- **Qualification in Finance will be an added advantage**
- A minimum of three (3) years relevant experience at supervisory level / position
- Computer Literacy
- Valid driver's licence
- Communications skills
- Problem Solving and Analysis;
- Knowledge Management
- Service Delivery Innovation
- Client Orientation and Customer Focus

KEY PERFORMANCE AREA

- Approval of payment vouchers
- Handle budget and manage expenditure
- Administer salaries and payroll matters
- Expenditure and budget reconciliation

POST : ASSISTANT DIRECTOR: SUPPLY CHAIN MANAGEMENT X 2 POSTS
(REF: LDT 019/17)

SALARY: R 334 545.p.a (LEVEL 9)

CENTRE: SEKHUKHUNE AND VHEMBE DISTRICTS

REQUIREMENTS

QUALIFICATIONS AND COMPETENCIES

- **An undergraduate qualification (NQF level 6) or equivalent as recognised by SAQA.**
- **Qualification in Accounting / Financial Management/ Supply Chain Management / will be an added advantage**
- A minimum of three (3) years relevant experience at supervisory level / position
- Computer Literacy
- Valid driver's licence
- Communications skills
- Problem Solving and Analysis
- Knowledge Management
- Service Delivery Innovation
- Client Orientation and Customer Focus

KEY PERFORMANCE AREA

- Manage stores and asset register
- Invite price quotations and conduct vendor performance
- Render administrative support to sub-bid committee
- Compile monthly reports in terms of PPPFMA
- Manage contract and supplier database

E. CHIEF DIRECTORATE: PUBLIC TRANSPORT

POST : DEPUTY DIRECTOR: PUBLIC TRANSPORT DEVELOPMENT
(REF: LDT 020/17)

SALARY: R779 295 p.a (LEVEL 12)

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 in terms of applicable rules.

CENTRE: CAPRICORN DISTRICT

REQUIREMENTS

QUALIFICATIONS AND COMPETENCIES

- **An undergraduate qualification (NQF level 6) or equivalent as recognised by SAQA.**
- **Qualification in Public Transport / Transport Development / Transport Control/ Transportation Management / Administration will be an added advantage**
- **A minimum of three (3) years' experience at Assistant Director level in the same field**
- **Computer Literacy**
- **Valid Driver's License**
- **People Management and Empowerment**
- **Strategic capability and leadership**
- **Change and knowledge Management**
- **Service Delivery Innovation**
- **Problem Solving and Analysis**
- **Client Orientation and Customer Focus**
- **Communication skills**
- **Public Service Knowledge**
- **Negotiation skills**

KEY PERFORMANCE AREA

- **Monitor bus subsidy contracts in the district**
- **Administer operating licensing services in the district**
- **Participate in transport forums of district and local municipalities**
- **Manage public transport inspections/monitoring in the district**
- **Attend to public transport conflicts in the district**
- **Monitor transport development services at the multi-purpose community centres**
- **Monitor Taxi recapitalization process in the district**
- **Monitor non – motorised transport projects**
- **Monitor scholar transport services in the district**
- **Manage stakeholder relationships in the district**

POST : ASSISTANT DIRECTOR: PUBLIC TRANSPORT PROJECTS

(REF: LDT 021/17)

SALARY: R 334 545.p.a (LEVEL 9)

CENTER: HEAD OFFICE (POLOKWANE)

REQUIREMENTS

QUALIFICATIONS AND COMPETENCIES

- **An undergraduate qualification (NQF level 5) or equivalent as recognised by SAQA plus a minimum of five (5) years relevant experience at supervisory level or An undergraduate qualification (NQF level 6) or equivalent as recognised by SAQA plus a minimum of three (3) years relevant experience at supervisory level.**
- **Computer Literacy**

- Valid driver's licence
- Communications skills
- Problem Solving and Analysis
- Negotiation skills
- Knowledge Management
- Service Delivery Innovation
- Public Service Knowledge
- Client Orientation and Customer Focus

KEY PERFORMANCE AREA

- Facilitate the establishment and operations of Public Transport facilities
- Co-ordinate the provisioning of passenger rail.
- Co-ordinate the provisioning of aviation facilities and operations
- Facilitate and co-ordinate the roll-out of non - motorised transport projects

POST : ASSISTANT DIRECTOR: PUBLIC TRANSPORT DEVELOPMENT
(REF: LDT 022/17)

SALARY: R 334 545.p.a (LEVEL 9)

CENTRE: MOPANI DISTRICT

REQUIREMENTS

QUALIFICATIONS AND COMPETENCIES

- **An undergraduate qualification (NQF level 5) or equivalent as recognised by SAQA plus a minimum of five (5) years relevant experience at supervisory level or An undergraduate qualification (NQF level 6) or equivalent as recognised by SAQA plus a minimum of three (3) years relevant experience at supervisory level.**
- Computer Literacy
- Valid driver's licence
- Communications skills
- Problem Solving and Analysis;
- Knowledge Management
- Negotiation skills
- Service Delivery Innovation
- Public Service Knowledge
- Client Orientation and Customer Focus

KEY PERFORMANCE AREA

- Manage subsidised bus contracts in the district
- Monitor subsidised bus operations in the district
- Monitoring of scholar transport services
- Promotion of Non – motorised transport
- Ensure compliance transport regulations
- Monitor the issuing of permits