The Department of Transport is an equal opportunity, affirmative action employer. Females and disabled persons are encouraged to apply.

APPLICATIONS: Applications should be forwarded for the attention: The Senior Manager: Human Resource Management, Department of Transport Private Bag X0023, BHISHO, 5605. Hand delivery applications should be submitted at No 32 Cowan Close, Stellenbosch Park, Schornville, King William’s Town, Office Number A48 Attention Mrs Sopazi.

CLOSING DATE: 18 December 2015

NOTE: Applications must be submitted on the Z83 Form, obtainable from any Public Service Department and should be accompanied by a comprehensive CV, certified copies of educational qualifications and Identity Document. Incomplete and unsigned applications will be disqualified. Faxed or e-mailed applications will not be considered. It is the responsibility of the applicant to have Foreign Qualifications evaluated by South African Qualifications Authority (SAQA). The shortlisted candidates will be subjected to security vetting, reference checking and verification of qualifications. Non South African citizens must attach proof of permanent residence in South Africa. Applicants are respectfully informed that if no notification of appointment is received within 3 months of the closing date, they must accept that their application was unsuccessful and that communication including correspondence will only be entered into with shortlisted candidates.

OTHER POSTS

POST/JOB TITLE: CHIEF DIRECTOR

CHIEF DIRECTORATE: TRANSPORT OPERATIONS

REFERENCE NO: DOT 2015/01

SALARY LEVEL: 14

SALARY SCALE: An all-inclusive remuneration R 1 042 500 – R 1 246 449 pa. This includes a basic salary (70% of package), the state’s contribution to the Government Employees’ Pension Fund and a flexible portion (30% of package) that may be structured in terms of
applicable rules. The successful candidate will be required to enter into a Performance Agreement and sign an employment contract.

**CENTRE:** HEAD OFFICE- KWT

**REQUIREMENTS:**

- B Degree Transport Management/ Transport Economics with 5 years Transport Management Experience at Senior management level.

**SKILLS:**

- **Competency:** * Able to provide a vision, set the direction for the organisation and inspire others in order to deliver on the organisational mandate. **Programme and Project Management:** Able to plan, manage, monitor and evaluate specific activities in order to deliver the desired outputs. **Financial Management:** Able to compile and manage budgets, control cash flow, institute risk management and administer tender procurement processes in accordance with generally recognised financial practices in order to ensure the achievement of strategic organisational objectives. **Change Management:** Able to initiate and support organisational transformation and change in order to successfully implement new initiatives and deliver on service delivery commitments. **Knowledge Management:** Able to promote the generation and sharing of knowledge and learning in order to enhance the collective knowledge of the organisation. **Service Delivery Innovation:** Able to explore and implement new ways of delivering services that contribute to the improvement of organisational processes in order to achieve organisational goals. **Problem Solving and Analysis:** Able to systematically identify, analyse and resolve existing and anticipated problems in order to reach optimum solutions in a timely manner. **People Management and Empowerment:** Able to manage and encourage people, optimise their outputs and effectively manage relationships in order to achieve organisational goals. **Client Orientation and Customer Focus:** Willing and able to deliver services effectively and efficiently in order to put the spirit of customer service (Batho Pele) into practice. **Communication:** Able to exchange information and ideas in a clear and concise manner appropriate for the audience in order to explain, persuade, convince and influence others to achieve the desired outcomes. **Honesty and Integrity:** Able to display and build the highest standards of ethical and moral conduct in order to promote confidence and trust in the Public Service.

**DUTIES:**

- *Manage the implementation of integrated land transport contracts:* Coordinate the development of land transport contracts. Render oversight on the performance of public transport entities. Ensure that contracts and service level agreements signed with transport operators and service providers are managed effectively. *Provide strategic direction in the implementation of transport safety programs:* Mobilise resources for implementation of programmes for the transformation of the public transport industry. Manage the monitoring and evaluation of transport
identified safety interventions. Manage the promotion of traffic safety at schools. Manage the promotion of traffic safety through community based structures. Manage the promotion of traffic safety awareness through mass communication. *Provide strategic direction in the development and utilisation of Bhisho and Mthatha Airports:* Coordinate the development of the civil aviation strategy. Ensure effective management of provincial aviation. Ensure that airport operations run smooth. *Ensure effective management of the chief directorate:* Ensure efficient planning and budgeting by the chief directorate. Ensure that there are systems in place for effective monitoring, evaluation and reporting. Develop a chief directorate communication strategy. Manage chief directorate performance.

**ENQUIRIES**

: Mr X.P Zepe, 043 604 7400 Ext 30215

**POST/JOB TITLE**

: GENERAL MANAGER

**COMPONENT**

: HOD SUPPORT SERVICES

**REFERENCE NO**

: DOT 2015/02

**SALARY LEVEL**

: 14

**SALARY SCALE**

: An all-inclusive remuneration R 1 042 500 – R 1 246 449 pa This includes a basic salary (70% of package), the state’s contribution to the Government Employees’ Pension Fund and a flexible portion (30% of package) that may be structured in terms of applicable rules. The successful candidate will be required to enter into a Performance Agreement and sign an employment contract.

**CENTRE**

: HEAD OFFICE- KWT

**REQUIREMENTS**

: B. Degree in Public Administration with 3-5 years senior administrative experience of which 5 years should be at SMS level.

**SKILLS**


**DUTIES**

: Ensure that the office of the HOD complies with all statutory requirements and reports. Ensure that reporting deadlines are met by the department. Provide credible policy direction advice and liaison services within the department as well as stakeholder, clients and
customers. Design specific protocols, processes and standards for information management and dissemination by the office of the HOD. Liaise with all branches and programmes of the department on all mutual government business activities affecting the department. Pay particular attention to the handling of sensitive and confidential information and advise the HOD about appropriate responses. Ensure effective management of the HOD Support Component. Monitor that top management performance agreements and reviews comply with the set targets and dates. Provide correct strategic response to public complaints.

ENQUERIES : Mrs A Xabadiya, 043 604 7458

POST/JOB TITLE : CHIEF ENGINEER

DIRECTORATE : INTERGRATED TRANSPORT PLANNING

REFERENCE NO : DOT 2015/03

SALARY LEVEL : GRADE B

SALARY SCALE : R 982 977 - 1 536 471 pa (All-inclusive OSD package)

CENTRE : HEAD OFFICE

REQUIREMENTS : Engineering degree (B Eng/ BSC (Eng) with 6 years experience required as a registered professional Engineer. Valid drivers license. Professional Registration Requirements: Compulsory registration with the Engineering Council of (ECSA) as a Professional Engineer.

Manual). Knowledge of basic financial operating systems (PERSAL, BAS, LOGIS etc.)

**DUTIES**

Transport Engineering Planning and Analysis Effectiveness: Develop statutory transport plans and programs to enhance effective functioning of provincial transport system. Manage the carrying out of multimodal transport planning in the province. Manage the conducting of feasibility studies. Perform final review and approvals or audits of provincial transport plans according to national standards. Promote integration of transport plans between provincial and local government to ensure seamless integration with current technology. Build capacity to municipalities around the development and implementation of integrated transport plans. Pioneering of new transport planning engineering services and management methods.

- **Maintain transport planning engineering implementation effectiveness:** Manage the execution of integrated transport planning strategy through the provision of appropriate structures, systems and resources. Set provincial engineering standards for transport facilities, according to organizational objectives and ensure optimum utilization at local government level. Guide implementation of municipal transport projects to be in line with provincial objectives/priorities. Guide rural transport planning and urban renewal transport initiatives by municipalities.

- **Governance:** Allocate, control, monitor and report on all resources. Coordinate and participate in intergovernmental and other transport related liaison structures. Provide technical direction to transport liaison committees within the province. Manage and implement knowledge sharing initiatives e.g. short-term assignments and secondments within and across operations, in support of individual development plans, operational requirements and return on investment. Continuously monitor the exchange and protection of information between operations and individuals to ensure effective knowledge management according to departmental objectives.

- **Financial Management:** Management of funds to meet the MTEF sub-directorate objectives within the transport planning engineering environment/services. Facilitate the compilation of innovation proposals to ensure validity and adherence to organizational principles. Allocate, control and monitor expenditure according to budget to ensure efficient cash flow management of the sub-directorate.

- **People management:** Manage the development, motivation and utilization of human resources for the discipline to ensure competent knowledge base for the continued success of transport planning engineering services according to organizational needs and requirements. Manage subordinates’ key performance areas by setting and monitoring performance standards and taking actions to correct deviations to achieve departmental objectives.

**ENQUIRIES**

- Mrs A Xabadiya, 043 604 7458

**POST/JOB TITLE**

- Chief Engineer
DIRECTORATE : SAFETY ENGINEERING SERVICES

REFERENCE NO : DOT 2015/ 04

SALARY LEVEL : GRADE A

SALARY SCALE : R 809 988 - 926 139 (All-inclusive OSD package)

CENTRE : HEAD OFFICE (KWT)

REQUIREMENTS : Engineering degree (B Eng/ BSC (Eng) with 6 years experience required as a registered professional Engineer. Valid Drivers license.

SKILLS : * Strategic management and direction, Problem solving and analysis, Decision Making, Team leadership, Analytical skills, Creativity, Self-Management, Financial Management, Customer focus and listening skills, Delegation and development, Planning, organising and execution, Ability to manage conflict, Language proficiency, Effective Leadership, Knowledge management, Negotiation Skills and Change Management.


DUTIES : Traffic engineering research and analysis effectiveness Monitor and study traffic conditions on provincial roads through data collection and analysis. Ensure that road safety audits are carried out on provincial roads. Recommend traffic engineering solutions to identified accident sports and hazardous locations. Ensure that all surveys that inform traffic engineering solutions are conducted. Manage accident reconstruction and investigations. Manage the studying and designing of parking and loading facilities. * Maintain safe and efficient traffic operations engineering services: Ensure that traffic modeling and forecasting is carried out effectively. Influence the formulation of congestion reducing strategies. Ensure that traffic impact assessments are undertaken and reviewed. Ensure effective management of road traffic signs and road markings. Manage the designing of special events traffic management plans and temporary road closures and deviations for incident management protocols. Manage the reviewing of speed limits on provincial roads.* Governance: Allocate, control, monitor and report on all resources. Coordinate and participate in
intergovernmental and other transport related liaison structures. Provide technical direction to transport liaison committees within the province. Manage and implement knowledge sharing initiatives e.g. short-term assignments and secondments within and across operations, in support of individual development plans, operational requirements and return on investment. Continuously monitor the exchange and protection of information between operations and individuals to ensure effective knowledge management according to departmental objectives.*Financial Management: Management of funds to meet the MTEF sub-directorate objectives within the transport planning engineering environment/services. Facilitate the compilation of innovation proposals to ensure validity and adherence to organizational principles. Allocate, control and monitor expenditure according to budget to ensure efficient cash flow management of the sub-directorate.*People management: Manage the development, motivation and utilization of human resources for the discipline to ensure competent knowledge base for the continued success of transport planning engineering services according to organizational needs and requirements. Manage subordinates’ key performance areas by setting and monitoring performance standards and taking actions to correct deviations to achieve departmental objectives.

ENQUERIES          :  Mrs A Xabadiya, 043 604 7458,
CLOSING DATE       :  24 December 2015

POST/ JOB TITLE     :  DIRECTOR: OPERATOR LICENSING & PERMITS
DIRECTORATE         :  TRANSPORT REGISTRAR
REFERENCE NO        :  DOT 2015/05
LEVEL               :  13
SALARY SCALE        :  An all-inclusive remuneration R 864 177 – R 1 017 972 pa.
This includes a basic salary (70/75% of package), the state’s contribution to the Government Employees’ Pension Fund and a flexible portion (30/25% of package) that may be structured in terms of applicable rules. The successful candidate will be required to enter into a Performance Agreement and sign an employment contract.
CENTRE : HEAD OFFICE

REQUIREMENTS : B/Degree/ National Diploma or equivalent in law with 6-10 years’ experience in public transport regulatory environment and 5 years must be at Middle Management Level.


DUTIES : Ensuring strategic management, leadership and governance of the office of the Registrar. Formalization of land passenger transport through registration of operators and their associates. Establish and maintain a register of registered public transport operators and their associations. Monitor compliance by registered operators and their associations with the prescribed rules. Assist in the promotion of professional practices by registered taxi operators and their associations. Ensure the efficient, effective and uniform planning for and procurement of all services and goods, required for the proper functioning of the transport registrar directorate. Develop the directorate’s business plan linked to the strategic plan of the department and addressing PGDP targets. Develop the transport registrar directorate’s Service delivery improvement plan. Manage human, financial and material resources of the Directorate. Produce all statutory reports required from the Directorate.

ENQUIRIES : Mr X.P Zepe, 043 604 7400 Ext 30215

POST/JOB TITLE : GOVERNMENT INFORMATION TECHNOLOGY OFFICER (GITO)

DIRECTORATE : IMS GOVERNANCE AND ARCHITECTURE

REFERENCE NO : DOT 2015/ 06

SALARY LEVEL : 13

SALARY SCALE : An all-inclusive remuneration R 864 177 – R 1 017 972 pa. This includes a basic salary (70/75% of package), the state’s contribution to the Government Employees’ Pension Fund and a flexible portion (30/25% of package) that may be structured in terms of applicable rules. The successful candidate will be required to enter into a Performance Agreement and sign an employment contract.
CENTRE: HEAD OFFICE (KWT)

REQUIREMENTS: A recognized Degree, National Diploma in Computer Science/ Information Technology, or equivalent qualification; 5 years in middle management role or similar capacity in IT Governance, Risk & Compliance. Knowledge of COBIT/ITIL and Best Practices. Knowledge of Project Management Methodology/Best Practice (PMBOK or Prince II)

SKILLS: Technical Expertise, Project Management, Quick Thinking, Functional Ability, Diagnostic Action Research, Strategic and Conceptual Orientation, Innovative Thinking, Problem Solving, Communication, Team Player, Coaching and Developing, Self-driven, Interpersonal Understanding, Departmental Organizational Knowledge, Public Service Knowledge, Networking, Change Management, Adaptability and Organizational Skills:

DUTIES: *Align the department’s information management (information management systems included) and information technology (as enabler) strategy with the strategic direction, management plans of the department where a large IT budget with a moderately diverse number, and moderately complex IT applications affecting a moderate number of clients are involved.* Develop departmental supporting information management and information technology enabler policies and strategies, regulations, standards, norms, guidelines, best practices and procedures, derived from the national information management and information technology policy and strategy, standards and norms developed by the GITO Council and DPSA, but focused on the specific requirements of the department.* Facilitate the implementation of and adherence to the policies and strategies as contained in the different plans, policies, etc.* Promote effective management of information and information technology as enabler as a strategic resource.* Create an enabling environment for other managers to perform their functions more effectively and efficiently.* Manage the SITA relationship: This entails control of the Business Agreement (BA) and Service Level Agreements (SLA’s) with SITA and/or other suppliers of information management and information technology goods and services.* Represent the relevant department at the GITO Council. *Utilization of security mechanisms and ensure compliance to the relevant regulatory framework.* Responsible for ensuring development and training of the members in the department in relevant information technology matters.* Manage the relevant component of the Department where applicable.

ENQUIRIES: Mr X.P Zepe, 043 604 7400 Ext 30215

CLOSING DATE: 24 December 2015