ANNEXURE T

PROVINCIAL ADMINISTRATION: NORTH WEST
DEPARTMENT OF COMMUNITY SAFETY AND TRANSPORT MANAGEMENT

This Department is an Equal Opportunity Affirmative Action Employer. It is our intention to promote representivity (race, gender and disability) in the Department through the filling of these posts and candidates whose transfer/promotion/appointment will promote representivity will receive preference. An indication in this regard will facilitate the processing of applications.

APPLICATIONS

The Head of Department, Department of Community Safety and Transport Management, Private Bag x19, MMABATHO 2735, Office No. 136, 1st Floor, Tirelo building, Albert Luthuli Drive

FOR ATTENTION

Ms. Gadifele Noge

CLOSING DATE

05 August 2016, 16hrs

NOTE

Applications must be accompanied by signed and dated Z83, a recent updated Comprehensive CV with at least names of three (3) referees with current contact details, originally certified copies of all qualification(s), and ID-document/National Identity card. Failure to submit the requested documents will result in the application not being considered. All qualifications will be verified. Persons in possession of a foreign qualification must furnish this Department with an evaluation certificate from the South African Qualification Authority (SAQA). Positions requiring tertiary qualification/s must be accompanied by certified copies of academic record/ transcript(s). Candidates must indicate the number of the post/reference number in their applications. Candidates requiring additional information regarding an advertised post, must direct their enquiries to Ms Gadifele Noge. Applications should be forwarded in time to the department since applications received after the closing date indicated below will as a rule not be accepted. Faxed and emailed applications are not accepted. Previous employment records will be verified. All appointments are subjected to a positive qualifications verification as well as security clearance and vetting. SMS appointments are also subjected to SMS competency assessment as a DPSA requirement. All shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job.

OTHER POSTS

POST 29/150

DEPUTY DIRECTOR: ADMINISTRATION REF NO: 28/2016/17
Directorate: Operator License and Permits

SALARY

R612 822 per annum, Level 11 (All-inclusive package which includes a basic salary 70% guidelines. The successful candidate will be required to sign performance agreement and an employment contract).

CENTRE

Head Office - Mahikeng

REQUIREMENTS

Grade 12 Certificate or equivalent.*An appropriate Bachelors Diploma or Degree in Law or Transport Management, coupled with at least a minimum of three (3) to five (5) years relevant experience in Transport management environment of which two(2) years must be at management level. A relevant post Graduate Degree with research experience will be an added advantage* Code EB driving license. Knowledge: Public Transport Policies and Public Service Prescripts.*A thorough knowledge of National Land Transport Act No 5 of 2009 and its Regulations and Guidelines on Special Operating Procedures governing the Public Transport Industry. SKILLS:*Communication skills, Computer Literacy.*Ability to interface between the Department and districts in relation to the Departmental Strategic Plan and Annual Performance Plan. *Ability to interpret legislation and implement it accordingly. *Strong Liaison and negotiation skills. *Monitoring and evaluation skills. *Assertive and confident approach to the Industry challenges.

DUTIES

Managing operating license administration process.*Coordinate and consolidate monthly and quarterly reports.*Serving as interface between Head Office and districts in relation to the Departmental Strategic Plan and Annual Performance Plan.*Serving as interface between Department and Transport Appeal Tribunal.*Supervise output of District Managers.*Implement remedial actions as suggested by Monitoring &Evaluation Unit and office of the Auditor General.*Coordinating and facilitating Provincial Regulatory Entity activities.*Ensure that the Portfolio of Evidence is arranged for Monitoring and Evaluation Unit.
ENQUIRIES : Mr M. Morule, Tel Nr (018) 388 5316
POST 29/151 : DEPUTY DIRECTOR: GOVERNMENT MOTOR FLEET REF NO: 34/2016/17
Directorate: Government Motor Fleet
SALARY : R612 822 per annum, Level 11 (All-inclusive package which includes a basic salary 70% guidelines. The successful candidate will be required to sign performance agreement and an employment contract).
CENTRE : Mahikeng - Ngaka Modiri Molema District

ENQUIRIES : Mr T P Mosiane, Tel. Nr (018) 200 8072
POST 29/152 : ASSISTANT DIRECTOR: COMPLIANCE REF NO: 22/2016/17
Directorate: Monitoring and Oversight
SALARY : R311 784 per annum, Level 09
CENTRE : Head Office, Mahikeng
DUTIES : To provide a civilian oversight over the South African Police Service (SAPS): by conducting research and analysing data on policing. *Monitor and oversee transformation of the SAPS. *Monitor SAPS infrastructure development plan. *Maintain an effective complaints management system and conduct investigation of complaints. *Monitor determination of policing priorities. *Monitor SAPS compliance to Domestic Violence Act. Conduct oversight police station visits, based on the implementation of the National Monitoring and Evaluation Tool. Monitor the implementation of recommendations by the SAPS. *Participate in
review of the Monitoring Tool Framework, Guidelines and development of policies.

ENQUIRIES:
Ms N Num, Tel. Nr (018) 200 8031

POST 29/153
ASSISTANT DIRECTOR: INFRASTRUCTURE SUPPORT REF NO: 24/2016/17
Directorate: Strategic Support Services

SALARY:
R311 784 per annum, Level 09

CENTRE:
Head Office- Mahikeng

REQUIREMENTS:

ENQUIRIES:
Ms G. Mogale, Tel. Nr (018) 388 2152

POST 29/154
ASSISTANT DIRECTOR: AIRPORT SAFETY MANAGER 2 POSTS REF NO: 26/2016/2017
Sub Directorate: Transport Terminals (Airport)

SALARY:
R311 784 per annum, Level 09

CENTRE:
Mahikeng and Pilanesburg Airport

REQUIREMENTS:
Grade 12 Certificate or equivalent. *Appropriate recognised three year Diploma/Degree in Airport Safety or any 3 year relevant qualification coupled with Five (5) years’ experience at a supervisory level within the airport safety environment.*Computer Literacy. *Drivers License. KNOWLEDGE: interact and share information with clients/colleagues with regard to compliance with safety directions.* Occupational Safety Act of 1999.*Effective management of the component.*compiling of budget and management reports. SKILLS: Good communication skills and Co-ordinating.*Planning and organizing. *Ability to work under pressure and long hours. *Ability to perform inspections to enable compliance with the relevant safety standards. *Inspection and testing of equipments.

DUTIES:
Planning, Organising, Administration and implementation of the airport safety program. *Development of Safety Management System Manual of the Airport and the execution thereof. *Monitoring of Safety issues, provision of safety education, investigation of incidents and accidents. *Act as a resident expert on safety matters, helps to develop loss control standards and makes recommendations to improve safety at the airport at all times. *Conduct inspections of personnel and facilities to assess the safety issues. *Coordination of safety plan with other agencies having roles in the safety of the airport. *Communicates safety issues to all personnel within the flight department. *Make recommendations to correct / prevent identified safety and loss control standards.*Review all hazards, receive all safety forms feedback or reports and evaluate with management.*Make recommendations to correct/prevent identified safety issues.*Implementations of corrective or preventative action as needed or required.*Investigate and monitor trends in reporting system and accident and incident reports. *Provide regular reports to management on program status and compliance.*Monitor/review data from the reported issues for high risk areas. *Review reoccurring risk. Adjust operational risk profile accordingly. *Conduct or distribute the internal evaluation audit (IEP). Review IEP audit for any corrective action or possible trends developing.

ENQUIRIES:
Mr O Baikgaki, Tel. Nr (018) 385 1059
POST 29/155 : ASSISTANT DIRECTOR: AIRPORT SECURITY 2 POSTS REF NO: 27/2016/17
Sub Directorate: Transport Terminals (Airport)

SALARY : R311 784 per annum, Level 09
CENTRE : Mahikeng and Pilanesburg Airport
REQUIREMENTS : Grade 12 Certificate or equivalent. *Appropriate recognized three year Diploma/Degree in Aviation Security (AVSEC) or any 3 year relevant qualification coupled with Five (5) years’ experience at a supervisory level within the AVSEC Industry. *Computer Literacy. *Drivers License. No Criminal record (proof to be attached). Knowledge: Must have knowledge and understanding of the layout of an Airport ICAO and SACAA terms and regulations pertaining to security as well as understanding of Aviation security Management and Policies. SKILLS: *Must have a clear understanding of Customer Relations in the Aviation Sector. *Manage threats against civil aviation facilities. *Must have willingness to work long and irregular hours. *Good communication skills and Co-ordinating skills.*Planning and organizing skills.


ENQUIRIES : Mr O.A. Baikgaki, Tel. Nr (018) 385 1059
NOTE : This appointment will be subjected to security vetting.

POST 29/156 : ASSISTANT DIRECTOR: RURAL TRANSPORT PLANNING AND DEVELOPMENT REF NO: 40/2016/17
Directorate: Macro Provincial Transport Systems

SALARY : R311 784 per annum, Level 09
CENTRE : Head Office - Mahikeng
REQUIREMENTS : Grade 12 Certificate or equivalent. *Appropriate recognised three year Diploma/Degree in transportation Management. *Computer Literacy. *Driver’s License. *Five (5) years experience at a supervisory level of relevant transport related functions. Knowledge: *Knowledge of National Land Transport Act, Act 05 of 2009. *Knowledge of White Paper on National Transport Policy, 1996. *Knowledge of Public Service Act, Rules and Regulations. *Knowledge of Public Finance Management Act. *Be able to demonstrate sufficient knowledge of public transport operations in the North West Province. SKILLS: *Must have analytical skills, the ability to work independently and/or with little supervision and under pressure. *Must have good verbal communications skills. *Willingness to travel and work irregular hours. *Have the ability to generate new ideas and improve where circumstances require. *Be able to formulate, write reports and communicate at the highest level. *Must have good interpersonal skills and be able to maintain a positive interpersonal relations and be able to work as part of team as an individual.

DUTIES : To manage the division and provide administrative support to the Sub-Directorate: Promotion of Public Transport. *To implement the National and Provincial Rural Transport Strategies and Plans including non-motorised transport. *To advice on alternative modes of transport strategies. *To conduct investigations into transport related matters. *To conduct audits and determine transport needs. *To liaise with stake holders with the purpose of promoting non-motorised transport.

ENQUIRIES : Mr. P.J. Morwe, Tel. Nr (018) 200 8074/5

POST 29/157 : ASSISTANT DIRECTOR: RISK MANAGEMENT (BUSINESS CONTINUITY) REF NO: 43/2016/17
Directorate: Risk Management

SALARY : R311 784 per annum, Level 09
CENTRE : Head Office/ Mmabatho
REQUIREMENTS : Grade 12 Certificate. *Appropriate recognised three year Diploma/Degree in Risk Management/ Auditing/ Business Continuity coupled with Five (5) years experience

**DUTIES**

Facilitate the development and review of the business continuity policy, framework, methodology and implementation plan. Identifying critical business activities, conducting risk assessments and Business Impact Analysis, Facilitate the identification of response options, Facilitate the development of the Business Continuity Plans and maintenance thereof, Conduct awareness and education programmes, Participate in the exercising and testing programmes, monitor implementation of the Business Continuity Plans and recommend improvement. Compile reports.

**ENQUIRIES**

Ms. N. Ramafi, Tel. Nr (018) 200 8062