



dcstm

Department:
Community Safety and Transport Management
North West Provincial Government
REPUBLIC OF SOUTH AFRICA



HUMAN RESOURCE MANAGEMENT

Tirelo Building, Albert Luthuli Drive,
Mafikeng, 2745
P/Bag X 19 Mmabatho 2735
Tel: +27 (18) 200 8052

DEPARTMENT OF COMMUNITY SAFETY AND TRANSPORT MANAGEMENT- NORTH WEST PROVINCE

VACANCY CIRCULAR NO.03 OF 2025/26 FINANCIAL YEAR

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. 105, 1st Floor, Tirelo Building, Cnr Albert Luthuli Drive and Dr. James Moroka Drive, for Attention Kegomoditswe Makaota Office NO. 0182008258 OR email to the relevant e-mail address associated with the post applied for.

COMPLIANCE NOTE: Applications must be submitted on the improved Z83, approved to be utilized with effect 01 January 2021, which must be completed in such a manner that provides sufficient information about your candidature and the post applied for by completing all relevant fields. The declaration must be signed and initials on the second page are not mandatory. Should the applicant/s use incorrect application form for employment (Z83), or not compliant to the notes, the application/s will not be considered for selection purposes (disqualified). The Z83 must be accompanied by detailed Curriculum Vitae with at least three (3) names of referees with current contact details. Subjects of relevant qualification/s should be mentioned in the CV. **Completion of the Z83 form: Part A:** All fields must be fully completed. **Parts B:** All fields except date of birth and ID number. **Part C, D, E, F and G** may be left blank, marked as not relevant, and use dashes or N/A if they do not apply to you or the position applied for and as long as the CV has been attached and provides the required information, however question related to conditions that prevent re-appointment under **Part F** is compulsory for applicants seeking re-employment into the Public Service. Applicants do not have to submit copies//proof/certificates/attachments/drivers licence/qualifications on application, only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interviews. The employment application form (Z83) is obtainable at any National or Provincial Department, and it is accessible on the DPSA web-site, www.dpsa.gov.za

Failure to submit or comply with the requested documents will result in the application not being considered. Should the applicant fail to submit or not comply with the requested documents, or not meet minimum requirements of the job as per the post advertised, this will result in the employment application not being considered.

Qualifications of shortlisted candidates will be verified with SAQA. 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 copies of academic record/transcript(s). Candidates must indicate the number of the post/reference

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number in their applications. Candidates requiring additional information regarding an advertised post must direct their queries to the person reflected as enquiries below the post applied for. 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. It will be expected of candidates to be available for selection interviews on a date, time and place as determined by the Department. The Department reserves the right not to make appointments and correspondence will be limited to shortlisted candidates only. Personnel suitability check records will be conducted. Applicants must disclose if she/he is not a Director/Shareholder of a company or conducting any business with organ of State. They must also disclose or inform whether he/she is performing any additional remunerative work outside his /her normal duties. All appointments are subjected to a positive qualifications verification as well as security clearance. SMS appointments are also subjected to SMS competency assessment as a DPSA requirement. All shortlisted candidates for SMS posts and positions with requisite skills will be subjected to a technical exercise that intends to test relevant technical elements of the job. Applicants who do not possess SMS Pre-Entry Certificate shall be considered for shortlisting and interviews, but cannot be appointed before they successfully obtain the certificate. (SMS Pre-Entry Programme) is offered by the National School of government, information can be accessed via this link: <https://www.thensg.gov.za>. The appointee to SMS post must be in possession of such, prior to taking up the post.

CLOSING DATE: 04/07/2025

POST : CHIEF DIRECTOR – DISTRICT COORDINATION AND GOVERNMENT FLEET (NB: This is a re-advertisement; candidates who previously applied are encouraged to reapply)

REF NO : 06/2025/26

CHIEF DIRECTORATE : DISTRICT COORDINATION AND GOVERNMENT FLEET

SALARY : Remuneration package of R 1 436 022.00 per annum. The inclusive remuneration package consists of a basic salary, contribution to the Government Employee Pension Fund, medical fund and a flexible portion in terms of applicable rules. The successful candidate must enter into a performance agreement and sign employee contract.

CENTRE : HEAD OFFICE- MAHIKENG

REQUIREMENTS: Grade 12 Certificate*. A relevant (NQF level 7) qualification in Public Administration/Administration /**equivalent qualification at NQF 7** as recognised by SAQA coupled with five (5) years' experience at senior management level within Administration. Computer Literacy. A valid driver's license. **KNOWLEDGE:** Broad knowledge of Public Financial Management Act and its Regulation. In depth knowledge of Public Service Act. Broad knowledge of Public Service Regulation and its Regulation. Broad knowledge of Infrastructure Management. Knowledge of Technical Standards/Procedures. Knowledge of South African Police Service Acts and also knowledge that governs Traffic Operations. Knowledge of Managerial Functions. **SKILLS:** Ability to interact professionally and effectively with diverse stakeholders. An innovative, assertive and confident approach. Ample initiative and an independent work ethic, self-motivated and reliable. Investigation, Excellent report writing, research, analytical thinking, decision making and problem solving skills. Client oriented and customer focus and results driven. High level communication and presentation skills. Ability to interact at both strategic and operational level. Ability to work under pressure. **COMPETENCIES:** Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service delivery innovation, Problem Solving and analysis, Client orientation, Customer Focus and Communication.

DUTIES: Oversee the monitoring and evaluation of effectiveness and ensure efficiency to the Provincial Secretariat for Police Service. Ensure monitoring and control of Transport Regulations. Ensure the

efficiency of Transport Operations in the District. Oversee the management of Government Motor Fleet. Coordinate District Corporate Services function. Manage and control all the resources within the Chief Directorate. Provide Strategic Leadership.

Male candidates are encouraged to apply

Enq: Dr. H Kekana: Tel: 018 200 8001

E-Mail address: CSTMrecruitment03@nwpg.gov.za

POST : CHIEF DIRECTOR – TRANSPORT OPERATIONS NB: This is a re-advertisement; candidates who previously applied are encouraged to reapply)

REF NO : 07/2025/26

CHIEF DIRECTORATE : DISTRICT COORDINATION AND GOVERNMENT FLEET

SALARY : Remuneration package of R 1 436 022.00 per annum. The inclusive remuneration package consists of a basic salary, contribution to the Government Employee Pension Fund, medical fund and a flexible portion in terms of applicable rules. The successful candidate must enter into a performance agreement and sign employee contract.

CENTRE : HEAD OFFICE- MAHIKENG

REQUIREMENTS: Grade 12 Certificate*. A relevant (NQF level 7) qualification in Transport Management, Transport Economics or Transport Logistics/**equivalent qualification at NQF 7** as recognised by SAQA coupled with five (5) years' experience at senior management level (SL13) within the Transport Environment. Computer Literacy. A valid driver's license. **KNOWLEDGE:** Broad knowledge and understanding of Government Policies and other relevant prescripts. In depth knowledge of legislative prescripts governing Transport Sector. Ability to conceptualise policy and apply it successfully. Policy analysis and interpretation. **SKILLS:** Ability to interact professionally and effectively with diverse stakeholders. An innovative, assertive and confident approach. Ample initiative and an independent work ethic, self-motivated and reliable, excellent report writing, analytical thinking, decision making and problem-solving skills. Client oriented and customer focus and results driven. High level communication and presentation skills. Ability to interact at both strategic and operational level. Computer Literacy. Ability to work under pressure. **COMPETENCIES:** Strategic Capability and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Knowledge Management, Service delivery innovation, Problem Solving and analysis, Client orientation, Customer Focus and Communication.

DUTIES: Oversee the development and maintenance of Transport policies, legislations, information systems as well as the planning process thereof. Oversee the management of Transport Operations within the province. Manage Public Passenger and Leaner Transport Subsidized Contracts. Oversee the implementation and maintenance of Provincial Aviation matters. Oversee the management, monitoring and regulation of Public Transport in the province. Ensure the successful empowerment, capacitation, and liaison with all Public Transport Stakeholders. Manage and control all the resources within the Chief Directorate. Provide Strategic Leadership.

Female candidates are encouraged to apply

Enq: Dr H Kekana Tel: 018 200 8001

E-Mail address: CSTMrecruitment04@nwpg.gov.za