



dcstm

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



## HUMAN RESOURCE MANAGEMENT

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### DEPARTMENT OF COMMUNITY SAFETY AND TRANSPORT MANAGEMENT- NORTH WEST PROVINCE VACANCY CIRCULAR NO.11 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, 1<sup>st</sup> 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.

**PLEASE NOTE:** On the subject line of your E-mail, Indicate the Correct Job Title and the Reference number of the post. All applications must be emailed to the correct indicated email address. **All attachments for Online Submission must include Only Z83 Form and an Updated Curriculum Vitae in PDF Format and be emailed to the correct email address, as one document. Failure to do so, your application will be disqualified.**

**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. **Part B:** Date of birth and ID number are compulsory and other fields 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. **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](http://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

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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. Applicants are only submitting Z83 and CV only, all other documents are submitted by shortlisted candidates. Positions requiring tertiary qualification/s must be accompanied by copies of academic record/transcript(s) only when shortlisted. Candidates must indicate the number of the post/reference 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, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. 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. The successful candidate will be required to enter into an employment contract and a performance agreement.

**CLOSING DATE: 27/02/2026 (Posted, Handed and E-mailed Applications must have reached the Department by 15h30 pm Walk-in and 00h00 Mid-night online).**

#### **CHIEF DIRECTORATE: TRANSPORT REGULATIONS**

**POST : DIRECTOR – TRANSPORT OPERATOR LICENCE AND PERMITS**

**REF NO : 69/2025/26**

**DIRECTORATE : TRANSPORT OPERATOR LICENCE AND PERMITS**

**SALARY : Remuneration package of R1 266 741.00 per annum (Salary level 13). 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 the Transport sector or Management/Administration recognised by SAQA. A minimum five (5) years' experience at middle/senior management level within the transport management environment. Valid Drivers' License  
**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 transport operations in the North West Province. **SKILLS:** Financial management services delivery innovation. Analytical skill, ability to work independently and/or with little supervision and under pressure. Verbal and written communication skills at high 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. **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:** Monitor compliance on operation licence conditions. Ensure proper administration support services to licensing processes and committees. Manage public transport related conflicts in the provincial and municipal transport plans. Oversee the proper establishment and functioning of Provincial Regulatory Bodies in line with the National Land Transport Act. Manage personnel of the Directorate and provide effective guidance on implementation of government policies and regulations. Manage the implementation of National Transport Policy and Land Transport Acts. Provide Strategic Leadership

**Enq: Mr M Morule Tel No. 018 381 9103**

**E-Mail address: [CSTMrecruitment02@nwpg.gov.za](mailto:CSTMrecruitment02@nwpg.gov.za)**

## **CHIEF DIRECTORATE: CORPORATE SERVICES**

**POST : DIRECTOR – STRATEGIC PLANNING, MONITORING AND EVALUATION**

**REF NO : 70/2025/26**

**DIRECTORATE : STRATEGIC PLANNING, MONITORING AND EVALUATION**

**SALARY : Remuneration package of R1 266 741.00 per annum (Salary level 13). 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 Management/Administration/Monitoring and Evaluation recognised by SAQA. A minimum five (5) years of experience at middle/senior managerial level within Strategic Planning, Monitoring and Evaluation environment. Valid Drivers' License. **KNOWLEDGE:** Extensive appropriate strategic management, Public policies and strategies. Public Finance Management Act (PFMA). Knowledge of public services Act, public services regulations and frameworks. Ability Conceptualise policy and apply it successfully. Knowledge of Research and policy coordination. **SKILLS:** High level of written and verbal communication with ability to make presentations. Services delivery innovative and management skills. Leadership and administrative skills. High level of proficiency in financial management as well as ability to hold himself/herself accountable. Proven computer literacy. Ability to interact professionally and effectively with diverse Stakeholders. Analytic skill and problem solving skills. Have the ability to generate new idea and improve where circumstances require. **PERSONAL ATTRIBUTES:** Must have good interpersonal skills and be able to maintain positive interpersonal relations. Ability to work independently and as part of the team. Must be willing to travel and be able to work under pressure. Must be able to manage and empower staff. High level of reliability, ability to act with tact and discretion. **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:** Develop and manage the implementation of Departmental policies, strategic guidelines, directives and procedures with regards to performance information. Facilitate and coordinate operational and strategic planning processes. Manage the monitoring processes. Formulate and manage

the component budget against its strategic objective. Ensure effective people management and empowerment in the Directorate. Manage the evaluation processes. Manage Departmental Research and evaluation plan. Commission research and evaluation studies in the Department. Oversee the Conducting of research in the Department. Manage personnel of the Directorate and provide effective guidance on implementation of Government policies and regulations.

**Enq: Dr. H Kekana: Tel No. 018 200 8001/9**

**E-Mail address: [CSTMrecruitment03@nwpg.gov.za](mailto:CSTMrecruitment03@nwpg.gov.za)**

#### **ERRATUM/ AMENDMENT: VACANCY CIRCULAR NO.08 OF 2025/26 FINANCIAL YEAR**

Kindly note that the position of **Administration Officer: Crime Prevention: Provincial Secretariat for Police Service: with Ref No: 67/2025/2026**, advertised in the Public Service Vacancy Circular 37 dated 10 October 2025 and ProvCommunication Vacancy Circular 8 of 2025/26 with the closing date of 24 October 2025 is corrected. The position was advertised with an incorrect notch of R294 321 per annum. The correct notch is R325 101 per annum.