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

## HUMAN RESOURCE MANAGEMENT

Tirelo Building, Albert Luthuli  
Drive, Mafikeng  
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### DEPARTMENT OF COMMUNITY SAFETY AND TRANSPORT MANAGEMENT

#### VACANCY CIRCULAR NO. 02 OF 2016/2017 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. 132, 1<sup>st</sup> Floor, Tirelo Building, Cnr Albert Luthuli Drive and Dr. James Moroka Drive.

- NOTES:** (a) 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.**
- (b) 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).
- (c) Positions requiring tertiary qualification/s must be accompanied by **certified copies of academic record/ transcript(s).**
- (d) Candidates must indicate the number of the post/reference number in their applications.
- (e) Candidates requiring additional information regarding an advertised post, must direct their queries to the person reflected as enquiries below the post applied for.
- (f) 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.**
- (g) It will be expected of candidates to be available for selection interviews on a date, time and place as determined by the Department.
- (h) The Department reserves the right not to make appointments and correspondence will be limited to shortlisted candidates only.
- (i) Previous employment records will be verified. All appointments are subjected to a positive qualifications verifications as well as security clearance and vetting.
- (j) SMS appointments are also subjected to SMS competency assessment as a DPSA requirement.
- (k) All shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job.**

**CLOSING DATE: 22/07/2016 AT 16H00**



**"Together we move Bokone Bophirima Province forward"**



**POST : PRINCIPAL PROVINCIAL INSPECTOR (SPECIAL OPERATIONS UNIT)**

**REF.NO : 07/2016/2017**

**SALARY : R 262 272 pa (SL 8)**

**CENTRE : HEAD OFFICE - MAHIKENG**

**REQUIREMENTS: QUALIFICATIONS AND EXPERIENCE:** \* Grade 12 plus basic Traffic Diploma from registered traffic college.\* Six (6) to Ten (10) years working experience in the road traffic management field.\*A valid driving license and no criminal record. **KNOWLEDGE:** \*Extensive knowledge of road traffic and public transport policies and regulations, law enforcement knowledge with regard to National Road Traffic Act and other relevant Road Traffic related legislation.\* Vehicle inspections/impoundment.\* Completion of law enforcement documents. **SKILLS:** \*Records management.\*Customer relationship management.\* Planning; organising; leading; controlling and people management.\* Verbal and written communication skills. \* Decision making; problem solving; report writing and labour relations. \*Driving skills; investigation skills and motivational skills. \* Innovation/creativity skills. \*Operational / project management.

**DUTIES:** \*Enforce Road Traffic, Public Passenger, Transport Legislation and other relevant legislation. \*Promote Road Safety through effective and efficient law enforcement. \*Provide visible traffic control. \*Manage joint law enforcement activities and projects (co-operative governance). \*Identify and manage risk in Traffic management environment. \*Manage the performance of all administrative activities and related duties. \*Train and develop traffic law enforcement officials.

**Enquiries: Mr. T V Mogopudi, Tel. No (018) 381 9109/9110**

**POST : PRINCIPAL PROVINCIAL INSPECTOR**

**REF.NO : 08/2016/2017**

**SALARY : R 262 272 pa (SL 8)**

**CENTRE : VENTERSDORP STATION X 1, POTCHEFSTROOM  
WEIGHBRIDGE X 1, WOLMARANSSTAD STATION X1**

**REQUIREMENTS: QUALIFICATIONS AND EXPERIENCE:** \* Grade 12 plus basic Traffic Diploma from registered traffic college.\* Six (6) to Ten (10) years working experience in the road traffic management field.\*A valid driving license and no criminal record. **KNOWLEDGE:** \*Extensive knowledge of road traffic and public transport policies and regulations, law enforcement knowledge with regard to National Road Traffic Act and other relevant Road Traffic related legislation.\* Vehicle inspections/impoundment.\* Completion of law enforcement documents. **SKILLS:** \*Records management.\*Customer relationship management.\* Planning; organising; leading; controlling and people management.\* Verbal and written communication skills. \* Decision making; problem solving; report writing and labour relations. \*Driving skills; investigation skills and motivational skills. \* Innovation/creativity skills. \*Operational / project management.

**DUTIES:** \*Enforce Road Traffic, Public Passenger, Transport Legislation and other relevant legislation. \*Promote Road Safety through effective and efficient law enforcement. \*Provide visible traffic control. \*Manage joint law enforcement activities and projects (co-operative governance). \*Identify and manage risk in Traffic management environment. \*Manage the performance of all administrative activities and related duties. \*Train and develop traffic law enforcement officials.

**Enquiries: Mr. L Garesape, Tel. No (018) 293 7696/7660**

**POST : PRINCIPAL PROVINCIAL INSPECTOR**  
**REF.NO : 09/2016/2017**  
**SALARY : R 262 272 pa (SL 8)**  
**CENTRE : RUSTENBURG STATION X 1, BRITS STSTION X 1,  
MADIKWE STATION X1, KOSTER WEIGHBRIDGE X 1,  
BAPONG TRAFFIC CONTROL CENTRE X 2**

**REQUIREMENTS: QUALIFICATIONS AND EXPERIENCE:** \* Grade 12 plus basic Traffic Diploma from registered traffic college.\* Six (6) to Ten (10) years working experience in the road traffic management field.\*A valid driving license and no criminal record. **KNOWLEDGE:** \*Extensive knowledge of road traffic and public transport policies and regulations, law enforcement knowledge with regard to National Road Traffic Act and other relevant Road Traffic related legislation.\* Vehicle inspections/impoundment.\* Completion of law enforcement documents. **SKILLS:** \*Records management.\*Customer relationship management.\* Planning; organising; leading; controlling and people management.\* Verbal and written communication skills. \* Decision making; problem solving; report writing and labour relations. \*Driving skills; investigation skills and motivational skills. \* Innovation/creativity skills. \*Operational / project management.

**DUTIES:** \*Enforce Road Traffic, Public Passenger, Transport Legislation and other relevant legislation. \*Promote Road Safety through effective and efficient law enforcement. \*Provide visible traffic control. \*Manage joint law enforcement activities and projects (co-operative governance). \*Identify and manage risk in Traffic management environment. \*Manage the performance of all administrative activities and related duties. \*Train and develop traffic law enforcement officials.

**Enquiries: Mr. R. Ratlhaa, Tel. Nr (014) 594 0763**

**POST : PRINCIPAL PROVINCIAL INSPECTOR**  
**REF.NO : 10/2016/2017**  
**SALARY : R 262 272 pa (SL 8)**  
**CENTRE : LEHURUTSHE STATION**

**REQUIREMENTS: QUALIFICATIONS AND EXPERIENCE:** \* Grade 12 plus basic Traffic Diploma from registered traffic college.\* Six (6) to Ten (10) years working experience in the road traffic management field.\*A valid driving license and no criminal record. **KNOWLEDGE:** \*Extensive knowledge of road traffic and public transport policies and regulations, law enforcement knowledge with regard to National Road Traffic Act and other relevant Road Traffic related legislation.\* Vehicle inspections/impoundment.\* Completion of law enforcement documents. **SKILLS:** \*Records management.\*Customer relationship management.\* Planning; organising; leading; controlling and people management.\* Verbal and written communication skills. \* Decision making; problem solving; report writing and labour relations. \*Driving skills; investigation skills and motivational skills. \* Innovation/creativity skills. \*Operational / project management.

**DUTIES:** \*Enforce Road Traffic, Public Passenger, Transport Legislation and other relevant legislation. \*Promote Road Safety through effective and efficient law enforcement. \*Provide visible traffic control. \*Manage joint law enforcement activities and projects (co-operative governance). \*Identify and manage risk in Traffic management environment. \*Manage the performance of all administrative activities and related duties. \*Train and develop traffic law enforcement officials.

**Enquiries: Mr. D J Motlathledi, Tel. Nr (018) 632 0148**

**POST : PRINCIPAL PROVINCIAL INSPECTOR**

**REF.NO : 11/2016/2017**

**SALARY : R 262 272 pa (SL 8)**

**CENTRE : CHRISTIANA STATION**

**REQUIREMENTS: QUALIFICATIONS AND EXPERIENCE:** \* Grade 12 plus basic Traffic Diploma from registered traffic college.\* Six (6) to Ten (10) years working experience in the road traffic management field.\*A valid driving license and no criminal record. **KNOWLEDGE:** \*Extensive knowledge of road traffic and public transport policies and regulations, law enforcement knowledge with regard to National Road Traffic Act and other relevant Road Traffic related legislation.\* Vehicle inspections/impoundment.\* Completion of law enforcement documents. **SKILLS:** \*Records management.\*Customer relationship management.\* Planning; organising; leading; controlling and people management.\* Verbal and written communication skills. \* Decision making; problem solving; report writing and labour relations. \*Driving skills; investigation skills and motivational skills. \* Innovation/creativity skills. \*Operational / project management.

**DUTIES:** \*Enforce Road Traffic, Public Passenger, Transport Legislation and other relevant legislation. \*Promote Road Safety through effective and efficient law enforcement. \*Provide visible traffic control. \*Manage joint law enforcement activities and projects (co-operative governance). \*Identify and manage risk in Traffic management environment. \*Manage the performance of all administrative activities and related duties. \*Train and develop traffic law enforcement officials.

**Enquiries: Mr. K P Jantjie, Tel. Nr (053) 927 5004**

**POST : SENIOR PROVINCIAL INSPECTOR (SPECIAL OPERATIONS UNIT)**

**REF.NO : 12/2016/2017**

**SALARY : R 211 194 pa (SL 7)**

**CENTRE : HEAD OFFICE - MAHIKENG**

**REQUIREMENTS: QUALIFICATIONS AND EXPERIENCE:**\* Grade 12 plus basic Traffic Diploma from registered traffic college.\*Three (3) to Five (5) years working experience in the road traffic management field.\* A valid driving licence and no criminal record. **KNOWLEDGE:** \*Extensive knowledge of road traffic and public transport policies and regulations, Law enforcement knowledge with regard to National Road Traffic Act and other relevant road traffic related legislation,\* vehicle inspections/impoundment;\* Completion of law enforcement documents. **Skills:** \*Records management.\* customer relationship management.\*planning; organising; leading; controlling; people management.\* verbal and written communication; decision making; problem solving; report writing; labour relations; driving skills; investigation skills; motivational skills; innovation/creativity skills; operational.

**DUTIES:** Perform duties of a traffic officer in terms of applicable legislation.\*Stop and check vehicles and drivers during law enforcement operations for possible contraventions of the Road traffic act and issue Sec 56 summonses where contraventions are detected.\*Attend road traffic accidents; Serve warrants of arrest.\*coach and mentor the provincial inspector.\* Provide visible Traffic Control/Policing and promote/ensure crime prevention activities.\*Perform all administrative activities and related duties. Manage and supervise subordinates.

**Enquiries: Mr. T V Mogopudi, Tel. No (018) 381 9109/9110**

**POST : SENIOR PROVINCIAL INSPECTOR**

**REF.NO : 13/2016/2017**

**SALARY : R 211 194 pa (SL 7)**

**CENTRE : POTCHEFSTROOM WEIGHBRIDGE**

**REQUIREMENTS: QUALIFICATIONS AND EXPERIENCE:**\* Grade 12 plus basic Traffic Diploma from registered traffic college.\*Three (3) to Five (5) years working experience in the road traffic management field.\* A valid driving licence and no criminal record. **KNOWLEDGE:** \*Extensive knowledge of road traffic and public transport policies and regulations, Law enforcement knowledge with regard to National Road Traffic Act and other relevant road traffic related legislation,\* vehicle inspections/impoundment;\* Completion of law enforcement documents. **Skills:** \*Records management.\* customer relationship management.\*planning; organising; leading; controlling; people management.\* verbal and written communication;

decision making; problem solving; report writing; labour relations; driving skills; investigation skills; motivational skills; innovation/creativity skills; operational.

**DUTIES:** Perform duties of a traffic officer in terms of applicable legislation.\*Stop and check vehicles and drivers during law enforcement operations for possible contraventions of the Road traffic act and issue Sec 56 summonses where contraventions are detected.\*Attend road traffic accidents; Serve warrants of arrest.\*coach and mentor the provincial inspector.\* Provide visible Traffic Control/Policing and promote/ensure crime prevention activities.\*Perform all administrative activities and related duties. Manage and supervise subordinates.

**Enquiries: Mr. L Garesape, Tel. No (018) 293 7696/7660**

**POST : SENIOR PROVINCIAL INSPECTOR**  
**REF.NO : 14/2016/2017**  
**SALARY : R 211 194 pa (SL 7)**  
**CENTRE : MOGWASE STATION X 1, RUSTENBURG STSTION X 1,  
BRITS STATION X 1, BAPONG TRAFFIC CONTROL CENTRE  
X 1**

**REQUIREMENTS: QUALIFICATIONS AND EXPERIENCE:**\* Grade 12 plus basic Traffic Diploma from registered traffic college.\*Three (3) to Five (5) years working experience in the road traffic management field.\* A valid driving licence and no criminal record. **KNOWLEDGE:** \*Extensive knowledge of road traffic and public transport policies and regulations, Law enforcement knowledge with regard to National Road Traffic Act and other relevant road traffic related legislation,\* vehicle inspections/impoundment;\* Completion of law enforcement documents. **Skills:** \*Records management.\* customer relationship management.\*planning; organising; leading; controlling; people management.\* verbal and written communication; decision making; problem solving; report writing; labour relations; driving skills; investigation skills; motivational skills; innovation/creativity skills; operational.

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**Enquiries: Mr. R. Ratlhaa, Tel.Nr (014) 594 0763**

**POST : SENIOR PROVINCIAL INSPECTOR**  
**REF.NO : 15/2016/2017**  
**SALARY : R 211 194 pa (SL 7)**  
**CENTRE : DITSOBOTLA STATION X 1, MONTSHIOA STATION X 1**

**REQUIREMENTS: QUALIFICATIONS AND EXPERIENCE:**\* Grade 12 plus basic Traffic Diploma from registered traffic college.\*Three (3) to Five (5) years working experience in the road traffic management field.\* A valid driving licence and no criminal record. **KNOWLEDGE:** \*Extensive knowledge of road traffic and public transport policies and regulations, Law enforcement knowledge with regard to National Road Traffic Act and other relevant road traffic related legislation,\* vehicle inspections/impoundment,\* Completion of law enforcement documents. **Skills:** \*Records management.\* customer relationship management.\*planning; organising; leading; controlling; people management.\* verbal and written communication; decision making; problem solving; report writing; labour relations; driving skills; investigation skills; motivational skills; innovation/creativity skills; operational.

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**Enquiries: Mr. D J Motlhatlhedhi, Tel. Nr (018) 632 0148**

**POST : SENIOR PROVINCIAL INSPECTOR**  
**REF.NO : 16/2016/2017**  
**SALARY : R 211 194 pa (SL 7)**  
**CENTRE : VRYBURG STATION X 1, TAUNG STATION X 1,**

**REQUIREMENTS: QUALIFICATIONS AND EXPERIENCE:**\* Grade 12 plus basic Traffic Diploma from registered traffic college.\*Three (3) to Five (5) years working experience in the road traffic management field.\* A valid driving licence and no criminal record. **KNOWLEDGE:** \*Extensive knowledge of road traffic and public transport policies and regulations, Law enforcement knowledge with regard to National Road Traffic Act and other relevant road traffic related legislation,\* vehicle inspections/impoundment,\* Completion of law enforcement documents. **Skills:** \*Records management.\* customer relationship management.\*planning; organising; leading; controlling; people management.\* verbal and written communication; decision making; problem solving; report writing; labour relations; driving skills; investigation skills; motivational skills; innovation/creativity skills; operational.

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