



dc&tm

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

HUMAN RESOURCE MANAGEMENT

Tirelo Building, Albert Luthuli
Drive, Mafikeng
P/Bag x 19 Mmabatho 2735
Tel: +27 (18) 388 1359
FAX: 086 500 1607

DEPARTMENT OF COMMUNITY SAFETY AND TRANSPORT MANAGEMENT

VACANCY CIRCULAR NO. 03 OF 2015/2016 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, 1st Floor, Tirelo Building, Cnr Albert Luthuli Drive and Dr. James Moroka Drive.

- NOTES:**
- Applications must be accompanied by a **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 Qualifications, **ID document** and other required documents. **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).
 - Candidates must indicate the number of the post/reference number and the centre 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 and time indicated below will as a rule not be accepted. Faxed and emailed applications are not 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.
 - Previous employment records will be verified. All appointments will be subjected to a positive qualifications verifications as well as security clearance and vetting.
 - SMS appointments are also subjected to SMS competency assessment as a DPSA requirement.
 - Positions requiring tertiary qualification/s must be accompanied by certified copies of academic transcript/s

CLOSING DATE: 26/02/2016 AT 16H00



"Together we move Bokone Bophirima Province forward"



DIRECTORATE POST : **ROAD TRAFFIC MANAGEMENT CONTROL PROVINCIAL INSPECTOR (STATION MANAGER)**

REF NO : **03/2015**

SALARY : **Remuneration Package of R 569 538.00 pa (SL 11). The inclusive remuneration package consists of a basic salary, the state's contribution to the Government Employees Pension Fund, medical fund and a flexible portion in terms of applicable rules. The successful candidate must enter into a performance agreement and sign an employee contract.**

CENTRE : **DITSOBOTLA STATION**

REQUIREMENTS: QUALIFICATIONS AND EXPERIENCE:* A three (3) year relevant Degree / Diploma or equivalent plus basic Traffic Diploma from registered traffic college.*Seven (7) to ten (10) years working experience in the Road Traffic Management field with three (3) to five (5) years Management experience.* A valid driving license and no criminal record. **KNOWLEDGE:** *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 / project management.

DUTIES: * Manage and coordinate law enforcement activities of the station, weighbridge DLTC and VTS where applicable. * Ensure effective and efficient application of the Road Traffic, Public Passenger, Transport Legislations and other relevant legislation. *Oversee the usage of all Law Enforcement equipment. *Set performance standards of Traffic Law Enforcement. *Plan projects and allocate financial and other resources within his / her own station. *Oversee revenue collection and reconciliation. *Provision and coordination of administration services. Advise on government policies/Legislation of an administrative nature as well as regulating the application thereof. *Overall management of the station.

NB: This is a re-advertisement; candidates who previously applied are encouraged to re-apply.

Enquiries: Mr. T.V. Mogopudi, Tel.No (018) 381 9199