

DEPARTMENT OF TRANSPORT

Department of Transport is an equal opportunity, affirmative action employer with clear employment equity targets. Preference will be given to candidates whose appointment will assist the department in achieving its Employment Equity targets at these specific levels in terms of the Department's Employment Equity Plan, therefore White male / female, Coloured male/ female, Indian male / female and people with disabilities are encouraged to apply.

<u>APPLICATIONS</u>	:	Department of Transport, Private Bag X193, Pretoria, 0001 or hand deliver at the 159 Forum Building, Cnr Struben and Bosman Street, Pretoria or email to: Recruitment@dot.gov.za . Note: email applications must be sent as one attachment to avoid non-delivery of the email and only quotes the name of the post you are applying for on the Subject Line as directed on the post note.
<u>FOR ATTENTION</u>	:	Recruitment Unit. Room 4034
<u>CLOSING DATE</u>	:	17 April 2026
<u>NOTE</u>	:	Applications must be accompanied by a completed new Z83 form, obtainable from any Public Service Department, (or obtainable at). Applicants must fill in full new Z83 form part A, B, C, and D. A recent updated comprehensive CV (previous experience must be comprehensively detailed, i.e. positions held and dates). Applicants will submit certified copies of all qualifications and ID document on the day of the interviews. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). All shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One must be a practical exercise, and the other must be an Integrity (Ethical Conduct) Assessment. Selection panels shall score both technical exercises as an additional criterion in the interview process; the logistics will be communicated to candidates prior to the interviews. Recommended candidates will also be required to attend a generic managerial competency assessment after the interviews also take a note that National School of Governance (NGS) has introduced compulsory SMS pre-entry certificate with effect from 01 April 2020 as Minimum Entry Requirements for Senior Management Services (submitted prior to appointment) and can be accessed through the following link: http://www.thensg.gov.za/training-course/sms-pre-entry-programme/ . The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. The successful candidate must disclose to the Director-General particulars of all registrable financial interests, sign a performance agreement and employment contract with the Director-General within three months from the date of assumption of duty. The successful candidate must be willing to sign an oath of secrecy with the Department. Applicants will be expected to be available for selection interviews and assessments at a time, date and place as determined by the Department. An offer letter will only be issued to the successful candidate once the following has been verified educational qualifications, previous experience, citizenship, reference checks and security vetting. Please note: Correspondence will only be entered into with short-listed candidates.

MANAGEMENT ECHELON

<u>POST 10/344</u>	:	<u>CHIEF DIRECTOR: DRIVING LICENCE CARD ACCOUNT REF NO: DOT/HRM/2026/10</u>
<u>SALARY</u>	:	R1 494 900 per annum, (all-inclusive salary package), of which 30% can be structured according to individual's needs
<u>CENTRE</u>	:	Pretoria
<u>REQUIREMENTS</u>	:	A qualification at NQF level 7 as recognised by SAQA in Accounting / Finance / Risk Management / Auditing / Business Administration / Operations Management / Law / Production / Engineering with 5 years' experience at a senior managerial level. Knowledge And Skill: knowledge of PFMA, Treasury Regulations, and Supply Chain Framework, Deep understanding of smartcard technologies and personalisation process, Knowledge in managing high-security printing and distribution process, Knowledge of ICT systems integration with production environments, Leadership in organisational transformation digitization or automation, Ability to manage vendors, SLA's and public-private partnerships, proven Ethics, integrity and security-

conscious leadership, Knowledge of the compilation of management reports. Communication; Financial Management; Strategic Capability & Leadership; People Management & Empowerment; Project/Programme Management; Client Orientation and Customer Focus; Change Management.

DUTIES

: Manage the Driving Licence Account Trading Entity and Expenditure; Develop and manage the annual budget for the DLCA in line with government financial management frameworks, align budget allocations to operational needs, strategic goals, and production forecasts, ensure compliance with PFMA and Treasury Regulations, manage the reconciliation of bank statements between the bank and the entity. Oversee Procurement and Contract Management; manage procurement of goods and services in line with Supply Chain Management (SMC) policies, ensure supplier payments are accurate and timely. Manage the provision of risk management services and compliance to the DLCA; manage the development and implementation of the DLCA's risk management framework, monitor and report on the implementation of risk mitigation strategies, maintain regular updating of risk profile for the department and reporting to the Accounting Officer, Management and Risk Management Committee. Manage the resources of the Chief Directorate; ensure compliance with all administrative requirements, regulations, rules and instructions pertaining to the branch, establish and maintain governance and administrative system's continuity within the work of the branch, prepare and submit implementation plans.

ENQUIRIES

: Mr Prasanth Mohan Tel No: (012) 309 3927