



# MPUMALANGA PROVINCIAL ADMINISTRATION



The employment decision shall be informed by the Employment Equity Plan of the Department. It is the Department's intention to promote equity (race, gender and disability) through the filling of this post(s) with a candidate whose transfer / promotion / appointment will promote representatively in line with the numerical targets as contained in our Employment Equity Plan. The Department reserves the right to withdraw posts, if by doing so, the interests of the Department will be best served.

## POST 2022/23/13 : DRIVER/MESSENGER - REF: DEDT 2022/23/13

- SALARY** : R 147 459, 00 per annum (Salary Level 04)  
**CENTRE** : Head Office: Mbombela  
**REQUIREMENTS** : Grade 10 and at least three years' driving experience and a valid driver's licence. Good interpersonal relations. Ability to work under pressure and abnormal hours.  
**DUTIES** : Provide messenger services for the auxiliary services and the Department.  
Collect and deliver mail and documents on behalf of the Department as and when required to do so. Ensure that the car is frequently serviced and well maintained at all times. Keep record of trips undertaken as and perform duties as and when instructed to do so.  
**ENQUIRIES** : *Ms Deliwe Thobela @ (013) 766 4134*

**APPLICATION** : *Applications quoting reference number must be addressed to the Head: Economic Development and Tourism. Applications must be posted to Department of Economic Development and Tourism, Private Bag X11215 Nelspruit 1200 or delivered Nokuthula Simelane Building, N0 7 Government Boulevard Riverside Park Extension 02 Mbombela 1201*

**CLOSING DATE** : **30 September 2022 @ 16h15**

**NOTE** : Applications must quote the relevant reference number and consist of: A fully completed and signed new Z83 form which can be downloaded at [www.dpsa.gov.za/dpsa2g/vacancies](http://www.dpsa.gov.za/dpsa2g/vacancies). From 1 January 2021 should an application be received using the incorrect application for employment (Z83), it will not be considered, a recent comprehensive CV; contactable referees (telephone numbers and email addresses must be indicated); Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed curriculum vitae (Only shortlisted candidates will be required to submit certified documents, all Non SA citizens must attach a copy of proof of permanent residence in South Africa on or before the day of the interviews). Foreign qualifications must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). All shortlisted candidates for MMS posts will be subjected to a generic managerial competency assessment; and personnel suitability checks on criminal records, citizen verification, financial records, qualification verification and applicants could be required to provide consent for access to their social media accounts. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within three (3) months of the closing date of the advertisement, please accept that your application was unsuccessful. The successful candidate will be expected to enter into an employment contract and a performance agreement within 3 months of appointment, as well as completing a financial interests declaration form within one month of appointment and annually thereafter.

**ENQUIRIES** : **Mr Vusumuzi Hlatshwayo @ 013 766 4164**