



FREE STATE PROVINCE

FREE STATE PROVINCIAL GOVERNMENT

The Free State Provincial Government is an equal opportunity affirmative action employer. It is our intention to promote representativity (race, gender and disability) in the Province through the filling of these posts and candidates whose appointment/promotion/transfer will promote representativity will receive preference.

DEPARTMENT OF TREASURY

Directions to applicants Applications must be submitted on form Z.83, obtainable from any Public Service Department and must be accompanied by certified copies of qualifications (**a transcript of results must be attached or subjects must be mentioned in CV**), driver's license, identity document and a C.V. Applicants are requested to complete the Z83 form properly and in full. Qualification certificates must not be copies of certified copies. Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their applications are posted or hand delivered timeously. Candidates who possess foreign qualifications and/or short courses certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA), and must please attach proof of the level of their qualifications after evaluation on all applications. No e-mailed or faxed applications will be considered. Applicants are respectfully informed that if no notification of appointment is received within 4 months of the closing date, they must accept that their application was unsuccessful.

APPLICATIONS FOR THE DEPARTMENT OF FREE STATE PROVINCIAL TREASURY TO BE SUBMITTED TO:

The Free State Provincial Treasury, Private Bag X 20537, Bloemfontein, 9300. Attention: Ms. N Mokotso, Fidel Castro Building, Tel No: (051) 405 5323 or deliver by hand to Room 426(b), Fidel Castro Building, Bloemfontein.

CLOSING DATE: 09 October 2015

POST:

TRANSPORT ADMINISTRATION CLERK

REFERENCE NO: FSPT 030/15

SALARY:

Salary level 5 – A basic salary of R 132 399.00 per annum.

CENTRE:

BLOEMFONTEIN

REQUIREMENTS:

Grade 12 certificate. Knowledge of supply chain management prescripts, supply chain management policies and LOGIS/BAS.

DUTIES:

Implement and administer supply chain management principles concerning transport in the Department to contribute to the rendering of a professional transport administration service. Address enquiries regarding transport administration in the Department. Inform, guide and advise the Department/personnel on transport management procedures to enhance the correct implementation of supply chain management practices and policies regarding transport administration. Prepare reports and compile statistics with regard to transport matters.

ENQUIRIES:

Mr. B Mokobe, Telephone (051) 405 5481