



# dpwrt

Department:  
**Public Works, Roads and Transport**  
North West Provincial Government  
Republic of South Africa

Modiri Molema Road  
Provincial Head Office  
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## DIRECTORATE: INFORMATION MANAGEMENT

### NORTH WEST PROVINCIAL DEPARTMENT OF PUBLIC WORKS,ROADS & TRANSPORT

*This Department Is an Equal Opportunity Affirmative Action Employer.*

*It is our intention to promote representatively (race, gender and disability) in the Department through the filling of this post and candidates whose transfer/promotion/appointment will promote representatively will receive preference.*

*An indication in this regard will facilitate the processing of applications*

**APPLICATIONS :** The Head of Department, Department of Public Works,  
Roads & Transport, Bag X2080, Mmabatho, 2735

**FOR ATTENTION :** Ms T Motsamai : Office No. 160, 1<sup>st</sup> Floor, New Head Office  
Complex- Old Parliament Building – Modiri Molema Road

**NOTES :** Applications must be accompanied by signed Z83 and a recent updated comprehensive CV as well as originally certified copies of all qualification(s) and ID-document and the names of three referees. 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 in their applications. Candidates requiring additional information regarding an advertised post, must direct their enquiries to Ms T Motsamai,  
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. It will be expected of candidates to be available for selection interviews on a date, time and place as determined by the Department.  
**Correspondence will be limited to short-listed candidates only. If you have not heard from us within three months after the closing date, please accept that your application has been unsuccessful.**

**CLOSING DATE :** 09 APRIL 2010

**POST : Driver/ Messenger**  
**REF : 08/2010**

**CHIEF DIRECTORATE : Corporate Services**  
**Directorate : Information Management**

**SALARY : R62 094,00 p.a. Salary Level (03)**

**CENTRE : Head Office, Mmabatho**

**REQUIREMENTS :** Grade 10.Relevant experience. At least 2 (two) years driving experience. Ability to work under pressure. Ability to communicate in English and Setswana. Afrikaans will be an added advantage. Ability to read English & Setswana.

**DUTIES :** Collect incoming and deliver outgoing mail from the post office. Collect and deliver newspapers to respective offices. Deliver mail to various departments. Ensure that outgoing mail register is signed on delivery of mail. Render efficient and effective messenger services to internal and external customers.

**ENQUIRIES : Ms I.P Lekgetho Tel.No: (018) 387 2024**

**POST : Messenger**

**REF : 09/2010**

**CHIEF DIRECTORATE : Corporate Services**

**Directorate : Information Management**

**SALARY : R51 936,00 p.a. Salary Level (02)**

**CENTRE : Head Office, Mmabatho**

**REQUIREMENTS :** Grade 10.At least 2 (two) years relevant experience. Ability to work under pressure. Ability to communicate in English and Setswana. Afrikaans will be an added advantage. Ability to read English and Setswana.

**DUTIES :** Collect and deliver mail to respective offices. Ensure that outgoing mail register is signed on delivery of mail.

**ENQUIRIES : Ms I.P Lekgetho Tel.No: (018) 387 2024**

**CLOSING DATE : 09 APRIL 2010**