



public works & roads

Department:
Public Works and Roads
North West Provincial Government
REPUBLIC OF SOUTH AFRICA

DIRECTORATE: HUMAN RESOURCE MANAGEMENT

VACANCY, CIRCULAR NO. 2 OF 2025 – BOJANALA DISTRICT

This Department is an Equal Opportunity Affirmative Action Employer. It is our intention to promote representatively (**race, gender and disability**) e.g. **White, Indian, Coloured and African**, in terms of equity plan preference will be given to **Disabilities, Youth, Females** in the Department through the filling of posts. **People with disability are encouraged to apply.** The candidates whose transfer/promotion/appointment will promote representatively will receive preference.

APPLICATIONS : All Posting Applications must be submitted online or hand delivered to: Registry Office, Old Industrial Site, Waterfall Avenue, Rustenburg, 0300. The District Manager, Department of Public Works and Roads, Private Bag X82063, Rustenburg, 0300. Use the correct E-mail: dpwrbojanalarecruit@nwpg.gov.za.

FOR ATTENTION : The HRM Manager: Ms. P.J Selecolo

CLOSING DATE : **31 October 2025**, (Posted, Handed and E-mailed Applications must have reached The Department by 16h30 pm Walk-in and 00h00 Mid-night online, as a rule not be accepted).

PLEASE NOTE : On the Subject Line of your E-mail, Indicate the Correct Job Title and the Reference number of the post. All attachments for Online Submission must include Only Z83 Form and Updated Curriculum Vitae be in PDF Format, as one document. Failure to do so, your application will be disqualified.

COMPLIANCE : It is compulsory to fill all fields on the New Amended Z83 Form (81/971431) as prescribed with effect 01 January 2021, is obtainable from any Public Service Departments or on the DPSA Website, www.dpsa.gov.za. Part A must be fully completed by the applicant's indicate correct advertised Post name and Reference number, Centre, Notice period on the z83 form. Z83 form part of Declaration must be signed, dated and initialed only on the first page. The Z83 Form must be accompanied by a recently updated/ detailed Curriculum Vitae and include three (3) names contactable referees. The personal details and the subjects of relevant qualification, should be mentioned on the CV, also clearly indicating current positions held in a sequence dates. Outline or provide the sufficient information about related experience and key responsibilities with respective dates. Part B, C and D must be fully completed, however B, C, E on the space that indicate date of birth, work permit, in the event of employment will immediately relinquish such business, preferred language, current study, may be left blank if not relevant to you. Part E, F and G do not need to be completed if the CV has provided the updated information. Part F is compulsory to be completed for applicants seeking re-employment into Public Service.

PLEASE NOTE : It is a responsibility of a Person in possession of a foreign qualification to furnish the Department with an evaluation certificate from South African Qualifications Authority (SAQA) only when shortlisted. Only shortlisted candidate(s) for post will be required to submit certified documents on or before the day of the interview. Senior Management Pre-entry Programme Certificate: No applicant shall be recommended for appointment without producing a Certificate of completion (Nyukela) obtain via this link: <https://www.thensg.gov.za>. Failure to submit the requested information will result in your application

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not being considered. The e-mailed applications will be accepted. Applications received after the closing date will, as a rule not be accepted. It will be expected of candidates to be available for interview process on a date, time and place as determined by the Department. Applicant's previous information as background/reference checks will be verified through contactable referees. Shortlisted candidate(s) will be required to undergo personnel suitability checks and will be subjected to security screening which include, criminal records, citizenship, financial credits, asset records, qualifications verification and vetting. The Department reserves the right not to make any appointments to the advertised posts. The successful candidate will enter into an annual performance agreement, and annually disclose his/her financial interest.

NB: Salary Level 1-12, all shortlisted candidates will be subjected to practical exercise and integrity assessment test. All shortlisted candidate(s) for SMS posts will be subjected to a technical competency exercise that intends to test relevant technical elements of the job. Recommended candidate(s) will be required to attend generic managerial competencies using the mandated DPSA SMS competency assessment tools. Applicant requiring additional information regarding advertised post must direct their enquiries to the relevant person indicated.

NB: Communication and Correspondence will be limited to short-listed candidates only. If you do not receive any response from us within three months after closing date, please accept that your application was unsuccessful.

BUILDING AND ROADS POSTS

Post : Control Works Inspector (x1)
Salary : R582 444 per annum (SL10)
Ref No. : BOJ 07/2025
Center : District Office - Electrical/Mechanical

Requirements: Qualifications: National Senior Certificate plus an appropriate National Diploma (T/N/S Streams) or N 3 and passed trade test in Electrical/Mechanical. **Experience:** More than 6 year's appropriate experience. Registration as an Engineering Technician. A valid driver's license. **Knowledge:** Knowledge of the Public Service Regulatory Framework. Knowledge of the Procurement Policy & Procedures. In depth knowledge of the Public Finance Management Act, Treasury Regulations, Financial Delegations, OHSA, National Building Regulations & Risk Management. Knowledge of Project Management, Planning & Organising, People Management and Conflict Resolution. **Skills:** Computer Literacy (MS Word, Excel, PowerPoint). Numeracy skills. Communication skills (verbal and written). Interpersonal relations. Analytical and problem solving abilities. Negotiation and conflict resolution skills. Creative and innovative. Report writing skills. Presentation skills. Ability to work independently. Ability to work under pressure. Ability to interact with stakeholders on various levels.

Duties: Ensure that inspectorate services are provided through the investigation of customer complaints, identification of new services, needs and requirements of new work and repairs and the management of the inspectorate component in line with relevant legislation, regulations and standards. Manage the process for the identification of needs, new services and requirements for minor new and repairs to existing work by ensuring work by ensuring that customer complaints are investigated and followed-up. Allocate tasks & projects in relation to the maintenance of existing and new works. Monitor the progress & expenditure on current maintenance and minor new works projects. Attend monthly project progress meetings with relevant stakeholders. Provide reports, estimates, recommend and monitor project expenditure and payments. Ensure accuracy of



tender documents, specifications and bills of quantities. Ensure effective contract administration through the resolution of disputes. Promote and assist SMMEs, BBBEE, PPPs and the initiatives of the EPWP. Draw up quotation documents and compile specifications, bills of quantities and bid documents. Put systems and procedures in place to ensure contractors & consultants adhere to legislations, regulations and procedures. Verify invoices & certify progress of payments. Check and process variation orders and requests for extension of deadlines. Ensure quality control, effective and efficient workflow of work done by Inspectors and report all work allocated.

Enquiries: Mr. G.S Matau Tel.: 087 086 6131

Use the correct E-mail: dpwrbojanalarecruit@nwpg.gov.za.

Post : Control Works Inspector (x1)
Salary : R582 444 per annum (SL10)
Ref No. : BOJ 08/2025
Center : Moretele Service Point

Requirements: Qualifications: National Senior Certificate plus an appropriate National Diploma (T/N/S Streams) or N 3 and passed trade test in the Building environment. **Experience:** More than 6 year's appropriate experience. Registration as an Engineering Technician. A valid driver's license. **Knowledge:** Knowledge of the Public Service Regulatory Framework. Knowledge of the Procurement Policy & Procedures. In depth knowledge of the Public Finance Management Act, Treasury Regulations, Financial Delegations, OHSA, National Building Regulations & Risk Management. Knowledge of Project Management, Planning & Organising, People Management and Conflict Resolution. **Skills:** Computer Literacy (MS Word, Excel, PowerPoint). Numeracy skills. Communication skills (verbal and written). Interpersonal relations. Analytical and problem solving abilities. Negotiation and conflict resolution skills. Creative and innovative. Report writing skills. Presentation skills. Ability to work independently. Ability to work under pressure. Ability to interact with stakeholders on various levels.

Duties: Ensure that inspectorate services are provided through the investigation of customer complaints, identification of new services, needs and requirements of new work and repairs and the management of the inspectorate component in line with relevant legislation, regulations and standards. Manage the process for the identification of needs, new services and requirements for minor new and repairs to existing work by ensuring work by ensuring that customer complaints are investigated and followed-up. Allocate tasks & projects in relation to the maintenance of existing and new works. Monitor the progress & expenditure on current maintenance and minor new works projects. Attend monthly project progress meetings with relevant stakeholders. Provide reports, estimates, recommend and monitor expenditure and payments. Ensure accuracy of tender documents, specifications and bills of quantities. Ensure effective contract administration through the resolution of disputes. Promote and assist SMMEs, BBBEE, PPPs and the initiatives of the EPWP. Draw up quotation documents and compile specifications, bills of quantities and bid documents. Put systems and procedures in place to ensure contractors & consultants adhere to legislations, regulations and procedures. Verify invoices & certify progress of payments. Check and process variation orders and requests for extension of deadlines. Ensure quality control, effective and efficient workflow of work done by Inspectors and report all work allocated.

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Post : Control Engineering Technician Grade A - Road Maintenance (x1)
Salary : R551 493 per annum (OSD/s15)
Ref No. : BOJ 09/2025
Center : District Office

Requirements: Qualifications: Grade 12 certificate plus National Diploma in Engineering or relevant qualification. Compulsory registration with the Engineering Council of South Africa (ECSA) as a Professional Engineering Technician. **Experience:** 6 years post qualification technical experience. A valid driver's license. **Knowledge:** Project management. Technical design and analysis knowledge. Research and development. Computer-aided engineering applications. Knowledge of legal compliance. Technical report writing. Technical consulting. Knowledge of Public Service Regulations. General Conditions of Contract. Knowledge of construction regulations. **Skills:** Computer Literacy (MS Word, Excel, Power Point). Problem solving and analysis. Decision making. Team work. Creativity. Financial Management. Customer focus and responsiveness. Effective communication skills (verbal and written). Planning and organizing. Interpersonal skills. Presentation skills. Report writing skills. Ability to work under pressure. People management.

Duties: Manage technical services and support in conjunction with Engineers, technologist and associates in the field, workshop, and technical office activities. Ensure promotion of safety in line with statutory and regulatory requirements. Evaluate existing technical manuals, standard drawings and procedures to incorporate new technology. Ensure quality assurance of technical designs with specifications and authorize/make recommendations for approval by the relevant authority. Manage district contracts such as reseal surface roads and road markings. Ensure the development, implementation and maintenance databases. Assess pavements and prioritize of rehab and reseal projects. Continuous professional development to keep up with new technologies. Research/literature studies on technical engineering technology to improve expertise. Liaise with relevant bodies/ councils on engineering-related matter. Provide inputs into the budgeting process. Technical/ engineering operational plan. Manage road building material functions including laboratory services. Provide inputs into budgeting process. Compile and submit reports as required. Manage, supervise and control technical and related personnel and assets.

Enquiries: Ms. M.M Mthombeni Tel.: 087 086 5927
Use the correct E-mail: dpwrbojanalarecruit@nwpg.gov.za.

Post : Control Engineering Technician Grade A - Road Network Management (x1)
Salary : R551 493 per annum (OSD/s15)
Ref No. : BOJ 10/2025
Center : District Office

Requirements: Qualifications: Grade 12 certificate plus National Diploma in Engineering or relevant qualification. Compulsory registration with the Engineering Council of South Africa (ECSA) as a Professional Engineering Technician. **Experience:** 6 years post qualification technical experience. A valid driver's license. **Knowledge:** Project management. Technical design and analysis knowledge. Research and development. Computer-aided engineering applications.

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Knowledge of legal compliance. Technical report writing. Technical consulting. Knowledge of Public Service Regulations. General Conditions of Contract. Knowledge of construction regulations. **Skills:** Computer Literacy (MS Word, Excel, Power Point). Problem solving and analysis. Decision making. Team work. Creativity. Financial Management. Customer focus and responsiveness. Effective communication skills (verbal and written). Planning and organizing. Interpersonal skills. Presentation skills. Report writing skills. Ability to work under pressure. People management.

Duties: Manage technical services and support in conjunction with Engineers, technologist and associates in the field, workshop, and technical office activities. Ensure promotion of safety in line with statutory and regulatory requirements. Evaluate existing technical manuals, standard drawings and procedures to incorporate new technology. Ensure quality assurance of technical designs with specifications and authorize/make recommendations for approval by the relevant authority. Manage district contracts such as reseal surface roads and road markings. Ensure the development, implementation and maintenance databases. Assess pavements and prioritize of rehab and reseal projects. Continuous professional development to keep up with new technologies. Research/literature studies on technical engineering technology to improve expertise. Liaise with relevant bodies/ councils on engineering-related matter. Provide inputs into the budgeting process. Technical/ engineering operational plan. Manage road building material functions including laboratory services. Provide inputs into budgeting process. Compile and submit reports as required. Manage, supervise and control technical and related personnel and assets.

Enquiries: Ms. M.M Mthombeni Tel.: 087 086 5927
Use the correct E-mail: dpwrbojanalarecruit@nwpg.gov.za.

Post : Control Engineering Technician Grade A - Contracts, Pavement Management, Material Services (x1)
Salary : R551 493 per annum (OSD/sl5)
Ref No. : BOJ 11/2025
Center : District Office

Requirements: Qualifications: Grade 12 certificate plus National Diploma in Engineering or relevant qualification. Compulsory registration with the Engineering Council of South Africa (ECSA) as a Professional Engineering Technician. **Experience:** 6 years post qualification technical experience. A valid driver's license. **Knowledge:** Project management. Technical design and analysis knowledge. Research and development. Computer-aided engineering applications. Knowledge of legal compliance. Technical report writing. Technical consulting. Knowledge of Public Service Regulations. General Conditions of Contract. Knowledge of construction regulations. **Skills:** Computer Literacy (MS Word, Excel, Power Point). Problem solving and analysis. Decision making. Team work. Creativity. Financial Management. Customer focus and responsiveness. Effective communication skills (verbal and written). Planning and organizing. Interpersonal skills. Presentation skills. Report writing skills. Ability to work under pressure. People management.

Duties: Manage technical services and support in conjunction with Engineers, technologist and associates in the field, workshop, and technical office activities. Ensure promotion of safety in line with statutory and regulatory requirements. Evaluate existing technical manuals, standard drawings and procedures to incorporate new technology. Ensure quality assurance of technical

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designs with specifications and authorize/make recommendations for approval by the relevant authority. Manage district contracts such as reseal surface roads and road markings. Ensure the development, implementation and maintenance databases. Assess pavements and prioritize of rehab and reseal projects. Continuous professional development to keep up with new technologies. Research/literature studies on technical engineering technology to improve expertise. Liaise with relevant bodies/ councils on engineering-related matter. Provide inputs into the budgeting process. Technical/ engineering operational plan. Manage road building material functions including laboratory services. Provide inputs into budgeting process. Compile and submit reports as required. Manage, supervise and control technical and related personnel and assets.

Enquiries: Ms. M.M Mthombeni Tel.: 087 086 5927
Use the correct E-mail: dpwrbojanalarecruit@nwpg.gov.za.

Post : Chief Artisan Grade A - Mechanical (x1)
Salary : R480 261 per annum (OSD/sl9)
Ref No. : BOJ 12/2025
Center : District Office

Requirements: Qualifications: A recognized Trade certificate as a Diesel Mechanic. 10 years post qualification experience as an Artisan/Artisan Foreman. A valid driver's license. **Experience:** Experience on earthmoving equipment will be an added advantage. **Knowledge and Skills:** Knowledge of legal compliance. Technical design and analysis knowledge. Computer-aided technical applications. Technical report writing and consulting. Production, process knowledge and skills. Leadership skills. Ability to plan, organize, control and lead. Customer focus and responsiveness. Financial Management. Change management. Communication. Team work. Conflict management.

Duties: Manage technical services and support in conjunction with Technicians/Artisans and associates in field, workshop and technical office activities. Ensure the promotion of safety in line with statutory and regulatory requirements. Provide inputs into existing technical manuals, standard drawings and procedures to incorporate new technology and ensure quality assurance in line with specifications. Manage administrative and related functions. Provide inputs into the budgeting process. Compile and submit reports as required. Provide and consolidate inputs to the technical operational plan. Update databases and manage artisans and related personnel and assets. Control and monitor expenditure according to budget to ensure efficient cash flow management. Manage the commercial value add of the discipline-related activities and services. Manage the development, motivation and utilization of human resources for the discipline to ensure competent knowledge base for the continued success of technical services according to organizational needs and requirements. Manage subordinates key performance areas by setting and monitoring performance standards and taking actions to correct deviations to achieve departmental objectives. Maintain and advice expertise for continuous individual development to keep up with new technologies and procedures. Research/literature studies on technical/ engineering technology to improve expertise. Liaise with relevant bodies/councils on technical/engineering-related matters.

Enquiries: Ms. M.M Mthombeni Tel.: 087 086 5927
Use the correct E-mail: dpwrbojanalarecruit@nwpg.gov.za.

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Post : Roads Superintendent (x1)
Salary : R397 116 per annum (SL8)
Ref No. : BOJ 13/2025
Center : Rustenburg Roads Service Point

Requirements: **Qualifications:** Grade 12 plus National Diploma or equivalent qualification (NQF level 6) in Civil Engineering or Construction Management. **Experience:** 6 years' work experience in roads maintenance/construction environment. A valid driver's license. **Knowledge:** Knowledge and understanding of record keeping and documents management, Public Service Act, Cat B, PFMA, OHS materials standards, Roads and bridges specifications and other HR related matters. **Skills:** Computer literacy with applications of (MS Microsoft Suite, Power Point, Access and Excel). Planning and Organising. Good verbal and written communication skills. Interpersonal Relations. Flexibility. Teamwork. Accuracy. Aptitude of figures.

Duties: Monitor the maintenance and repair of road surfaced such as resurfacing interval, culvert/bridge replacement, line painting, and replacement of signs, grade and resurface gravel on loose top roads. Develop maintenance schedules for assets (roads, plant, equipment etc.). Plan and prepare a weekly and monthly site programme. Manage contracted services, project management and final inspection for capital projects. Provide technical advice on claims against the department. Monitor and check the quality of work done by contractors/maintenance team. Manage and develop staff.

Enquiries: Ms. M.M Mthombeni Tel.: 087 086 5927
Use the correct E-mail: dpwrbojanalarecruit@nwpg.gov.za.

Post : Engineering Technician - Roads Regravelling (x1)
Salary : R391 671 per annum (OSD/sl2)
Ref No. : BOJ 14/2025
Center : District Office

Requirements: **Qualifications:** Senior Certificate (Grade 12) plus a National Diploma in Engineering or relevant qualification. **Experience:** 3 years post qualification technical experience. A valid driver's license. A compulsory registration with ECSA as a Professional Engineering Technician. **Knowledge:** All roads-related acts, ordinances, policies, standards and norms. Project management, technical design and analysis knowledge, advertising on Roads and Ribbon Development Act, 1940. Contract management. Public Service Act. Public Service Regulations. Labour Relations Act. Public Finance Management Act. Construction Manual. Road Sign. Roads Act. Road Traffic Act. Occupational Health and Safety Act. Research and development. Computer-aided engineering applications. Knowledge of legal compliance. **Skills:** Change management skills, planning and organizing skills, project and financial management skills, problem solving and decision making abilities, creativity. Technical consulting. Technical report writing. Computer skills. Customer focus and responsiveness. People management.

Duties: Assist Engineers, Technologists and associates in the field, workshop and technical office activities. Promote safety in line with statutory and regulatory requirements. Adherence to existing technical manuals standard drawings and procedures to incorporate new technology. Produce

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technical design with specifications and submit for evaluation and approval by the applicable authority. Provide inputs into the budgeting process as required. Compile and submit reports as required. Provide and consolidate inputs to the technical/engineering operational plan. Develop, implement and maintain databases and supervise and control technical and related personnel and assets. Ensure continuous professional development to keep up with new technologies and procedures. Research/literate studies on technical engineering technology to improve expertise. Liaise with relevant bodies/ councils on engineering-related matters. Populate the Infrastructure Reporting Model (IRM) and other reporting systems.

Enquiries: Ms. M.M Mthombeni Tel.: 087 086 5927
Use the correct E-mail: dpwrbojanalarecruit@nwpg.gov.za.

Post : Engineering Technician - Road Maintenance (x1)
Salary : R391 671 per annum (OSD/sl2)
Ref No. : BOJ 15/2025
Center : District Office

Requirements: **Qualifications:** Senior Certificate (Grade 12) plus a National Diploma in Engineering or relevant qualification. **Experience:** 3 years post qualification technical experience. A valid driver's license. A compulsory registration with ECSA as a Professional Engineering Technician. **Knowledge:** All roads-related acts, ordinances, policies, standards and norms. Project management, technical design and analysis knowledge, advertising on Roads and Ribbon Development Act, 1940. Contract management. Public Service Act. Public Service Regulations. Labour Relations Act. Public Finance Management Act. Construction Manual. Road Sign. Roads Act. Road Traffic Act. Occupational Health and Safety Act. Research and development. Computer-aided engineering applications. Knowledge of legal compliance. **Skills:** Change management skills, planning and organizing skills, project and financial management skills, problem solving and decision making abilities, creativity. Technical consulting. Technical report writing. Computer skills. Customer focus and responsiveness. People management.

Duties: Assist Engineers, Technologists and associates in the field, workshop and technical office activities. Promote safety in line with statutory and regulatory requirements. Adherence to existing technical manuals standard drawings and procedures to incorporate new technology. Produce technical design with specifications and submit for evaluation and approval by the applicable authority. Provide inputs into the budgeting process as required. Compile and submit reports as required. Provide and consolidate inputs to the technical/engineering operational plan. Develop, implement and maintain databases and supervise and control technical and related personnel and assets. Ensure continuous professional development to keep up with new technologies and procedures. Research/literate studies on technical engineering technology to improve expertise. Liaise with relevant bodies/ councils on engineering-related matters. Populate the Infrastructure Reporting Model (IRM) and other reporting systems.

Enquiries: Ms. M.M Mthombeni Tel.: 087 086 5927
Use the correct E-mail: dpwrbojanalarecruit@nwpg.gov.za.

Post : Engineering Technician - Contracts, Pavement Management, Material Services (x1)
Salary : R391 671 per annum (OSD/sl2)
Ref No. : BOJ 16/2025
Center : District Office

Requirements: **Qualifications:** Senior Certificate (Grade 12) plus a National Diploma in Engineering or relevant qualification. **Experience:** 3 years post qualification technical experience. A valid driver's license. A compulsory registration with ECSA as a Professional Engineering Technician. **Knowledge:** All roads-related acts, ordinances, policies, standards and norms. Project management, technical design and analysis knowledge, advertising on Roads and Ribbon Development Act, 1940. Contract management. Public Service Act. Public Service Regulations. Labour Relations Act. Public Finance Management Act. Construction Manual. Road Sign. Roads Act. Road Traffic Act. Occupational Health and Safety Act. Research and development. Computer-aided engineering applications. Knowledge of legal compliance. **Skills:** Change management skills, planning and organizing skills, project and financial management skills, problem solving and decision making abilities, creativity. Technical consulting. Technical report writing. Computer skills. Customer focus and responsiveness. People management.

Duties: Assist Engineers, Technologists and associates in the field, workshop and technical office activities. Promote safety in line with statutory and regulatory requirements. Adherence to existing technical manuals standard drawings and procedures to incorporate new technology. Produce technical design with specifications and submit for evaluation and approval by the applicable authority. Provide inputs into the budgeting process as required. Compile and submit reports as required. Provide and consolidate inputs to the technical/engineering operational plan. Develop, implement and maintain databases and supervise and control technical and related personnel and assets. Ensure continuous professional development to keep up with new technologies and procedures. Research/literate studies on technical engineering technology to improve expertise. Liaise with relevant bodies/ councils on engineering-related matters. Populate the Infrastructure Reporting Model (IRM) and other reporting systems.

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