



**cogta**

Department:  
Co-operative Governance and Traditional Affairs  
MPUMALANGA PROVINCIAL GOVERNMENT

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## DEPARTMENT OF CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS

Post: 2X DRIVERS (five year contract)  
Salary: R101, 007 per annum  
(Ref. D/CHA/C12/C13) Driver to Chairperson  
(Ref. D/DDC/C12/C13) Driver to Deputy Chairperson  
HEAD OFFICE

Requirements: A Grade 12 or equivalent qualification. A valid driver's licence. Good interpersonal and communication skills. The ability to work under pressure and willingness to work extra hours.

Duties: provide chauffeur services to and deal with officials and private matters of the Chairperson. Collect documents and deliver such to the Chairperson. Ensure that the Chairperson vehicle is properly maintained and kept clean, as well as in good condition. Promote the Batho Pele Principles and Service Standards. Keep records of trips, accessories and other matters that may be prescribed.

**Enquiries: Ms. NI Zulu, Tel. (013) 7666071, Ms.GT Ndlovu. Tel (013)7666534 and Mr. Themba Mnisi Tel. (013)7666415.**

**The Department of Co-operative Governance and Traditional Affairs is an equal opportunity, affirmative action employer. It is our intention to promote representivity in respect of race, gender and disability through the filling of these positions.**

Applications must be submitted on form Z83, obtainable from any Public Service department and should be accompanied by a detailed CV, less than three months certified copies of qualifications and an identity document. It is the responsibility of the applicant to have foreign qualifications evaluated by SAQA.

Note: Shortlisted applicants will be subjected to security checking and vetting.

**Forward applications, quoting the relevant reference number to: The Head: Human Resource Management, Department of Co-operative Governance and Traditional Affairs, Private Bag X11304, Nelspruit 1200. Hand delivery: Building No.7, Upper ground, 7 Government Boulevard, Riverside Park, Nelspruit 1200.**

**Closing Date: 17 August 2012**

Correspondence will be restricted to shortlisted candidates only. If you have not heard from us within three months from the closing date of the advert, you should consider your application as unsuccessful.

