



**Road Traffic**  
Management Corporation

**General Manager: Programme Management Office**

**Ref No. RTMC/ GM: PMO / 2019**

**Salary Package: Negotiable**

**Purpose:** The General Manager: Programme Management Office is a Head of Department position and reports directly to the Executive Manager: Road Safety Stakeholder Relations Management. The incumbent will be responsible for managing the Programme Management Unit and will ensure that programmes and projects are developed and managed according to set methodologies and frameworks.

**Requirements:** A Bachelors Degree or Equivalent qualification is essential, a relevant post-graduate qualification would be an added advantage. Candidate must possess at least 8 years' experience in a Programme / Project Management role of which 4 years at a management level.

**The successful candidate must have the following attributes and competencies:**

Understanding of Corporate Governance; Understanding the transport or road traffic sector; Understanding of Road Traffic Information systems, databases; Knowledge of statistical methods; Understanding of road traffic management legislation; Understanding of all Transport related Legislation, Regulations and Policies; Understanding of inter-governmental relations; Understanding of the strategic delivery requirements of RTMC; Corporate governance principles; Understanding and knowledge of project management methodologies, principles, systems and processes; Policy conceptualisation and implementation, Stakeholder Management, Ability to develop and market new products.

**Main Duties:** Manage the Programme Management Unit for RTMC; Develop, maintain and build relationships with current and potential stakeholders to ensure service level requirements are met and to protect RTMC's interest in the relationship; Develop and ensure the implementation of programme and project management policies, frameworks and processes; Ensure that programmes and projects are managed according to set

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methodologies; Manage compliance with the annual budget; Perform general people management functions and effective capacity management to ensure smooth running of departments.

To apply please submit a letter of application (no prescribed template), accompanied by a recent Curriculum Vitae as well as certified copies of qualifications, identity document and driving license. Applications must be forwarded via email to: [rtmc\\_recruit@capabilityenablers.co.za](mailto:rtmc_recruit@capabilityenablers.co.za). Candidates are requested to clearly indicate the reference number for the position they are applying for on the email.

**NB: People with disabilities are encouraged to apply.**

Closing date is the 25<sup>th</sup> November 2019 at 16:30 and no late applications will be accepted.

The RTMC reserves the right not to make an appointment. Due to the large number of applications we envisage receiving, applications will not be acknowledged. If you have not received any response from us within 3 months after the closing date, please consider your application unsuccessful.

Enquiries must be made in writing to: Ms Unathi Conjwa on [unathi@capabilityenablers.co.za](mailto:unathi@capabilityenablers.co.za)

01/11/2019

A handwritten signature in black ink, appearing to read 'Unathi', followed by a horizontal line.