



**Manager: Facilitation**  
**Ref: SR 001/11/2018**  
**(3 Year fixed term contract)**

**THE EMPLOYER**

The **Cross-Border Road Transport Agency** is a statutory authority, established in terms of Section 4 of the Cross-Border Road Transport Act, Act 4 of 1998, as amended, to regulate cross-border road transport.

**Job purpose**

The primary responsibility of the Manager: Facilitation is to direct the coordination of international cross-border road transport stakeholders, coordinate bilateral and multilateral cross-border road transport structures, facilitate regulation and management of cross-border road transport services, promote and foster transport partnerships/agreements through regional and national structures and to reduce operational constraints for cross-border operators.

**Requirements:**

- **A degree** in International Trade, Public Management, Transportation, Economics or equivalent;

**Experience:**

- At least five (5) years in regional integration and/or international trade and transportation;

**Key Performance Areas:**

- **Managing key regional co-operative and consultative and consultative relationships.**
  - Ensure the implementation of the SACU MOU and Chapters 5 and 6 of the SADC Protocol on Transport, Communications and Meteorology;
  - Coordinate bilateral and multilateral forums and structures;
  - Coordinate and manage the work of the Cross Border Road Transport-Regulators Forum (CBRT-RF);
  - Manage and ensure the smooth coordination of regional partners;
  - Determine meeting priorities and set the Agenda/programme where necessary;
  - Facilitate meetings and engagements as identified.
  - Resolution of operator constraints;
  - Reporting;
  - General management.
- **Resolution of operator constraints**
  - Address reported non-tariff barriers against the Agency and the republic;
  - Monitor the implementation of international transport agreements and recommend review where necessary; and
  - Develop profiles of all foreign countries and the conditions that they subject South African operators to and initiate reciprocity where necessary.

➤ **Reporting**

Produce and submit the following reports as may be required:

- Weekly reports;
- Monthly reports;
- Quarterly reports;
- Annual report;
- Ad hoc reports; and
- Any report as and when requested.

➤ **General management**

- Ensure understanding of objectives, purposes and achievements of unit;
- Provide suitable interpretation of industry dynamics to management, team and staff within the organisation;
- Ensure that planned activities are aligned with Agency's strategy, APP and integrate with C-BRT Act;
- Prepare project proposals and present to senior/executive management;
- Conduct operational meetings;
- Manage and control expenditure within agreed budgets; and
- Track and monitor performance in accordance with performance contracts.

## **COMPETENCY REQUIREMENTS**

### **TECHNICAL COMPETENCIES**

- Operational policies and procedures
- Performance management
- Stakeholder Management
- Cross-Border Road Transport Act
- SACU MOU and Chapters 5 and 6 of the SADC Protocol on Transport, Communications and Meteorology
- Statutory requirements e.g. PFMA, Labour relations
- BBBEE policy
- PPPP business principles
- SADC Political and economic environment
- SADC protocols and communication channels

### **BEHAVIOURAL COMPETENCIES**

- Planning and organisational skills
- Facilitation skills
- Problem solving and analytical skills
- Stakeholder management skills
- Reporting skills
- Communication skills
- Business writing skills
- Decisive
- Team player
- Results oriented
- Persuasive, assertive and outgoing

**CLOSING DATE: 20 November 2018**

**BENEFITS:** The employer offers an all-inclusive market related package.

Candidates should forward their applications and certified copies of qualifications to the Human Resources Division by email: [recruitment30@cbrta.co.za](mailto:recruitment30@cbrta.co.za)

**NB: Please quote the reference number in your application.** Should you fail to do so, your application will not be considered.

C-BRTA reserves the right not to appoint. Shortlisted candidates will be subjected to a reference check, security clearance and criminal records check.

**Please note: if you do not hear from the C-BRTA 21 days after the closing date, consider your application to be unsuccessful**