

Entrepreneurship

# CAREER GUIDE

*volume 9*



Transport Education Training Authority



Transport SETA





Transport Education Training Authority

*Driven by Vision*

# Get In Touch With TETA

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## REGIONAL OFFICES



### KwaZulu-Natal:

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### Limpopo:

Forwarding and Clearing Chamber  
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+27 15 917 0001/2



### Western Cape:

Maritime Chamber  
Newlands on Main | Ground Floor  
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# ENTREPRENEURSHIP

## OVERVIEW

There are many career paths that we covered in this guide. Regardless of the available information, looking for a job can sometimes be a daunting task. You can send many applications but get no response or attend several promising interviews without success. This is because there is often tough competition in the job market.

## 1. OPERATIONS

### CHAUFFER

*Specialisations:* Shuttle Driver,

Car Hire Driver

Occupational code: 732201

#### Brief Job Description

- Drives a limousine, van or private car to transport passengers to destinations on a fee-for-service basis, usually on a long-term hiring arrangement.

#### Entry Requirements

- Grade 12
- Driver's licence
- Profession Driver's Permit (PrDP)
- National Certificate in Professional Driving
- In-service training

#### Required Qualities for Success

- Patience
- Courtesy
- Good communication
- Knowledge of route in the area
- Punctuality

#### Factors to Consider

- Regardless of the situation, you should remain calm and collected
- The spirit of uBuntu is essential

### GENERAL CLERK

*Specialisation:* Office/Licensing Clerk,

Office Assistant

Occupational code: 411101

#### Brief Job Description

- Clerical support workers record, organise, store, compute and retrieve information related, and perform a number of clerical duties in connection with money-handling operations, travel arrangements, requests for information, and appointments

#### Entry Requirements

- Grade 10 or equivalent
- National Certificate in Office Administration or equivalent
- In-service training

#### Required Qualities for Success

- Good communication and writing skills
- Good time management and organisation skills
- Numerical ability

#### Factors to Consider

- You are the face of the organisation
- A professional approach in all circumstances is always required

### ROUTE PATROLLERS

*Other name variations:* Squad Car Driver

#### Brief Job Description

- Regulate minibus taxis operations on the road
- Ensure that only the licensed minibus taxis operate on that route
- Handle disputes on route
- Regulate illegal lift clubs



### Entry Requirements

- Grade 9 or equivalent
- In-service training

### Required Qualities for Success

- Attention to detail
- Good reading and writing skills
- Good communication skills
- Knowledge of the route and minibus taxi operations

### Factors to Consider

- You will have to command respect from taxi drivers operating on the route
- Good conflict resolution skills

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## TAXI DRIVER

*Other name variations:* **Cab Driver**

Occupational code: 732202

### Brief Job Description

- Drives a taxi to transport passengers to destinations on a fee-for-service basis
- Usually on a short-term, metered fare hiring arrangement
- Performing routine vehicle maintenance such as regulating tyre pressure and adding petrol, oil and water

### Areas of Specialisation

- Metered taxis (cabs), E-Hailing
- Minibus Taxis
- Shuttle Services

### Requirements

- Grade 10 or Equivalent
- Appropriate driving licence with PrDP
- National Certificate in Professional Driving

### Required Qualities for success

- Good time management skills
- Good communication skills
- Good customer relationship
- Good numeracy skills and familiarity with handling money

### Factors to consider

- Good knowledge of smartphone apps is necessary as more apps are being introduced to manage taxi operations.
- Spend most of the time on the road and often in heavy traffic
- May work long hours and sometimes during odd periods

## RANK MANAGER

### Brief Job Description

- Responsible for the smooth running of taxi ranks and they make sure that there are no illegal operators
- Control space usage by minibus taxis for specific routes
- Resolves disputes

### Entry Requirements

- Grade 10 or equivalent
- In service training

### Required Qualities for Success

- Good communication skills
- Excellent conflict resolution skills
- Good administration and leaderships qualities









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<https://www.transportcareers.org>



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<https://www.teta.org.za/index.php/newsroom/unemployed-bursaries>