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Department:
Public Service and Administration
REPUBLIC OF SOUTH AFRICA

PUBLIC SERVICE VACANCY CIRCULAR

PUBLICATION NO 24 OF 2025

DATE ISSUED 11 JULY 2025

1. Introduction

- 1.1 This Circular is, except during December, published on a weekly basis and contains the advertisements of vacant posts and jobs in Public Service departments.
- 1.2 Although the Circular is issued by the Department of Public Service and Administration, the Department is not responsible for the content of the advertisements. Enquiries about an advertisement must be addressed to the relevant advertising department.

2. Directions to candidates

- 2.1 Applications on form Z83 with full particulars of the applicants' training, qualifications, competencies, knowledge and experience (on a separate sheet if necessary or a CV) must be forwarded to the department in which the vacancy/vacancies exist(s). **NB: PROSPECTIVE APPLICANTS MUST PLEASE USE THE NEW Z83 WHICH IS EFFECTIVE AS AT 01 JANUARY 2021.**
- 2.2 Applicants must indicate the reference number of the vacancy in their applications.
- 2.3 Applicants requiring additional information regarding an advertised post must direct their enquiries to the department where the vacancy exists. The Department of Public Service and Administration must not be approached for such information.
- 2.4 It must be ensured that applications reach the relevant advertising departments on or before the applicable closing dates.

3. Directions to departments

- 3.1 The contents of this Circular must be brought to the attention of all employees.
- 3.2 It must be ensured that employees declared in excess are informed of the advertised vacancies. Potential candidates from the excess group must be assisted in applying timeously for vacancies and attending where applicable, interviews.
- 3.3 Where vacancies have been identified to promote representativeness, the provisions of sections 15 (affirmative action measures) and 20 (employment equity plan) of the Employment Equity Act, 1998 should be applied. Advertisements for such vacancies should state that it is intended to promote representativeness through the filling of the vacancy and that the candidature of persons whose transfer/appointment will promote representativeness, will receive preference.
- 3.4 Candidates must be assessed and selected in accordance with the relevant measures that apply to employment in the Public Service.

4 SMS pre-entry certificate

- 4.1 To access the SMS pre-entry certificate course and for further details, please click on the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. For more information regarding the course please visit the NSG website: www.thensg.gov.za.

AMENDMENT

: **DEPARTMENT OF HIGHER EDUCATION AND TRAINING:** Kindly note that the post of Deputy Principal: Finance, Branch: Community Education and Training, Western Cape CET College with Ref No: DHET45/06/2025 advertised Public Service Vacancy Circular 22 dated 27 June 2025 with the closing date of 18 July 2025 is hereby withdrawn.

NATIONAL DEPARTMENTS

NATIONAL DEPARTMENTS	ANNEXURE	PAGES
ELECTRICITY AND ENERGY	A	03
EMPLOYMENT AND LABOUR	B	04 - 08
HEALTH	C	09 - 10
HIGHER EDUCATION AND TRAINING	D	11 - 15
INTERNATIONAL RELATIONS AND COOPERATION	E	16 - 18
JUSTICE AND CONSTITUTIONAL DEVELOPMENT	F	19
OFFICE OF THE CHIEF JUSTICE	G	20 - 24
WATER AND SANITATION	H	25 - 27

PROVINCIAL ADMINISTRATIONS

PROVINCIAL ADMINISTRATION	ANNEXURE	PAGES
GAUTENG	I	28 - 29
LIMPOPO	J	30 - 55
MPUMALANGA	K	56 - 89
NORTHERN CAPE	L	90 - 91
WESTERN CAPE	M	92 - 126

DEPARTMENT OF ELECTRICITY AND ENERGY

APPLICATIONS : Should be accompanied by a comprehensive CV, and less than 6 months certified copies of qualifications and ID. All applications must be accompanied by a Z83 form. Applications can be emailed to: recruitment07@dmre.gov.za quoting reference number DEE RM07/2025. Confirmation of final appointment will be subject to a positive security clearance.

CLOSING DATE : 31 July 2025 @ 16:00

OTHER POST

POST 24/01 : **RISK MANAGEMENT COMMITTEE MEMBERS REF NO: DEE RM07/2025**
(3 years Contract)
Re-advertisement, previous applicants are advised to re-apply.

SALARY : In accordance with National Treasury Tariffs
CENTRE : Pretoria
REQUIREMENTS : The Department of Electricity and Energy is looking for the services of competent and qualified individuals to be appointed as independent members of the Department's Risk Management Committee. Depending on their qualification and experience, one of the appointees will be designated as the Chairperson of the Committee. The qualifying applicants must be in possession of a minimum NQF level 8 qualification in any of the following fields: a post-graduate qualification in areas like Risk Management, Accounting, MBA or Auditing (such as CRMA, CIA, CA (SA) along with professional accreditation to professional bodies such as IRMSA, IIA, ISACA or any equivalent. Knowledge in Risk Management, Accounting, Financial Management, Auditing, Information and Communication Technology, Performance Management and Legal Services is required. Five (5) years' experience as a member of an Audit or Risk Management Committee in the public or private sector and additional experience as an Audit or Risk Management Committee Chairperson will be an added advantage. Skills: Beyond the academic and professional qualifications, certain skills are essential for committee members. These include: Analytical thinking: The ability to critically evaluate information and assess risks. Communication: The ability to clearly and effectively communicate issues. Independent judgment: The ability to make objective and unbiased decisions. Courage to challenge: The ability to question assumptions and raise concerns. Knowledge of relevant regulations and frameworks: A thorough understanding of relevant legislations, regulations, and industry standards, such as the Public Finance Management Act, Treasury Regulations, ISO 31000, King Reports, COSO Framework, and the Public Sector Risk Management Framework is a must. Qualifying candidates must exhibit an independence of mind in deliberations and be proactive in advising the Accounting Officer and the Department. Professional approach to duties, including commitment of time and effort, ability to encourage openness and transparency, and ability to work constructively with management is required. Applicants may not be in the employment of the Department of Electricity and Energy and must have no business or personal relationship with the Department.

DUTIES : As an advisory Committee to the Accounting Officer in terms of the requirements of the Public Finance Management Act (PFMA) and according to approved guidelines, the Risk Management Committee will: Assist the Chairperson in the effective execution of his/her responsibilities relating to management of risks, with the aim of achieving the organization's objectives. The committee should ensure that risks have been identified, assessed, mitigated and monitored accordingly. The committee will review the appropriateness of risk management processes and governance documents and make sure that the identified risks are aligned to the Department's strategic objectives. The committee will carry out all its duties according to the approved committee terms of reference. Applicants who do not comply with the abovementioned requirements, as well as applications received after the closing date will not be considered. Requirements stated on the advertised posts are minimum inherent requirements; therefore, criterion for shortlisting will depend on the proficiency of the applications received. The Department reserves the right to determine suitable candidate(s) during the selection process. Due to the larger number of responses anticipated, correspondence will be limited to short-listed candidates only. Applicants who have not been contacted during this period may regard their applications as unsuccessful.

ENQUIRIES : Mr Phillip Mphalo Tel No: (012) 406 7467

DEPARTMENT OF EMPLOYMENT AND LABOUR

It is the Department's intention to promote equity (race, gender and disability) through the filling of this post with a candidate whose transfer / promotion / appointment will promote representivity in line with the numeric targets as contained in our Employment Equity plan.

<u>CLOSING DATE</u>	:	25 July 2025 at 16:00 (walk in) and 00:00 (online)
<u>NOTE</u>	:	All attachments for online application must include an application form Z83 and CV only, in PDF and as one (1) document or attachment, indicate the correct job title and the reference number of the post on the subject line of your email. Use the correct email address associated with the post. JPEG (picture/snapshot) application will not be accepted. Failure to do so, your application will be disqualified. Applications quoting the relevant reference number, full correct Jobtitle and correct Department as per the advert must be submitted on the new form Z83, obtainable from any Public Service Department or on the internet at www.gov.za/documents . Received applications using the incorrect application for employment (old Z83) will not be considered. Each post(s) advert must be accompanied by its own application form for employment and must be fully completed, initialled and signed by the applicant as instructed below. Failure to fully complete, initial and sign the Z83 form will lead to disqualification of the application during the selection process. All fields of Section A, B, C and D of the Z83 must be completed in full. Section E, F, G (Due to the limited space on the Z83 it is acceptable for applicants to indicate refer to CV or see attached. However, the question related to conditions that prevent re-appointment under Part "F" must be answered and declaration signed. Only an updated comprehensive CV (with detailed previous experience if any) and a completed and signed new Z83 application form is required. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following the communication from Human Resources and such qualification(s) and other related document(s) will be in line with the requirements of the advert. Non-RSA Citizens/Permanent Resident Permit holders in possession of foreign qualifications must be accompanied by an evaluation report issued by the South African Qualification Authority (SAQA) (only when shortlisted). The Department does not accept applications via fax. Applicants who do not comply with the abovementioned instructions/ requirements, as well as applications received late will not be considered. Failure to submit all the requested documents will result in the application not being considered. Correspondence will be limited to shortlisted candidates only. All shortlisted candidates shall undertake a pre-entry practical exercise as part of the assessment method to determine the candidate's suitability based on the posts's technical and generic requirements. If you have not been contacted within eight (8) weeks after the closing date of this advertisement, please accept that your application was unsuccessful. Suitable candidates will be subjected to a personnel suitability check (criminal record, citizenship, credit record checks, qualification verification and employment verification). Please note by responding to the advertisement, you consent to the collection, processing, and storing of your Personal Information in accordance with the Protection of Personal Information Act(POPIA) Your information will be used solely for the purpose of this promotion and will not be shared with third parties without prior consent unless required by law. The Department reserves the right not to make any appointment(s) to the below advertised post(s). The successful candidate will be expected to enter into an employment contract and sign a performance agreement. The Department is an equal opportunity affirmative action employer. The Employment Equity Plan of the Department shall inform the employment decision. It is the Department's intention to promote equity (race, gender and disability) through the filling of this post(s)

OTHER POSTS

<u>POST 24/02</u>	:	<u>PSYCHOMETRIST/ REGISTERED COUNSELLOR (X2 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R712 599 - R789 489 per annum, (OSD) Grade 2: R811 662 - R899 085 per annum, (OSD) Grade 3: R916 437 - R1 014 705 per annum, (OSD)
<u>CENTRE</u>	:	Labour Centre: De Aar Ref No: HR4/4/08/118 (X1 Post) Labour Centre: Calvinia Ref No: HR4/4/8/119 (X1 Post)
<u>REQUIREMENTS</u>	:	B-Psych degree at (NQF7)/ Honours degree in Psychology/ Industrial Psychology at (NQF8). Minimum experience required for appointment of this post: Grade 1: 0 years' experience, Grade 2: 8 years' experience, Grade 3: 16 years' experience. Knowledge: International Labour Organization

		Conventions, Financial Management, Human Resource Management, Public Service Act, Skills Development Act, Unemployment Insurance Act, Health Professions Act, Employment Equity Act, COIDA, POPI Act. Skills: Planning and organizing, Communication, Computer, Analytical, Presentation, Interpersonal, Report Writing, Leadership, Networking.
<u>DUTIES</u>	:	Provide technical support to labour Centres for the delivery of Employment Counselling services. Facilitate the referral of work- seekers to relevant Employment Services and Active Labour Market Interventions. Co-ordinate the dissemination of Career and Labour Market information to Labour Centres. Establish and maintain relationships between Employment Counsellors and relevant organizations. Co-ordinate the administration of Psychometric Assessment, Supervise Administrative Personnel.
<u>ENQUIRIES</u>	:	Ms N Litheko Tel No: (053) 838 1632
<u>APPLICATIONS</u>	:	Chief Director: Provincial Operations: Private Bag X5012, Kimberley, 8301 OR hand deliver at Laboria House, c/o Pniel & Compound Street, Kimberley applications: Deputy Director: Labour Centre Operations: Kimberley. Email: Jobs-NCDEAR@labour.gov.za email: Jobs-NCCAL@labour.gov.za
<u>POST 24/03</u>	:	<u>UIF CLIENT SERVICE OFFICER (X22 POSTS)</u>
<u>SALARY</u>	:	R269 499 per annum
<u>CENTRE</u>	:	Labour Centre: Paarl (Western Cape) Ref No: HR4/4/10/501 (X3 Posts) Labour Centre: Somerset West (Western Cape) Ref No: HR4/4/10/502 (X6 Posts) Labour Centre: Swellendam Satellite (Western Cape) Ref No: HR4/4/10/503 (X3 Posts) Labour Centre: Ceres Satellite (Western Cape) Ref No: HR4/4/10/504 (X1 Post) Labour Centre: De Doorns Satellite (Western Cape) Ref No: HR4/4/10/505 (X2 Posts) Labour Centre: Worcester (Western Cape) Ref No: HR4/4/10/506 (X7 Posts)
<u>REQUIREMENTS</u>	:	Matriculation/ Grade 12/ Senior Certificate. Knowledge: Unemployment Insurance Act and Regulations, Unemployment Insurance Contribution Act, Public Financial Management Act (PFMA), Protection of Personal Information Act (POPIA), Treasury Regulations, Batho Pele Principles, Departmental Policies, Procedures and Guidelines. Skills: Interview, Communication (verbal and written), Computer Literacy, Listening, Interpretation (ability to interpret the UI Act and Contribution Act), Conflict Management, Time Management, Customer Relations, Analytical, Interpersonal, Telephone etiquette, On job training (Operational Systems).
<u>DUTIES</u>	:	Provide screening services. Process applications for UIF benefits. Register payment continuation forms. Provide administrative functions.
<u>ENQUIRIES</u>	:	Mr. Q Bowman Tel No: (021) 441 8120
<u>APPLICATIONS</u>	:	WCJobs-PRL@labour.gov.za – Paarl Labour Centre WCJobs-SW@labour.gov.za – Somerset West Labour Centre WCJobs-SD@labour.gov.za – Swellendam Satellite Labour Centre WCJobs-CS@labour.gov.za – Ceres Satellite Labour Centre WCJobs-DD@labour.gov.za – De Doorns Satellite Labour Centre WCJobs-WS@labour.gov.za – Worcester Chief Director: Provincial Operations: PO Box 872, Cape Town, 8000 or hand deliver at: Department of Employment and Labour, No.9 Long Street, Cnr Riebeeck and Long Street, Cape Town.
<u>FOR ATTENTION</u>	:	Sub-directorate: Human Resources Management, Western Cape
<u>POST 24/04</u>	:	<u>CLIENT SERVICE OFFICER: QUALITY ASSURER (X13 POSTS)</u>
<u>SALARY</u>	:	R269 499 per annum
<u>CENTRE</u>	:	Labour Centre: Paarl (Western Cape) Ref No: HR4/4/10/507 (X2 Posts) Labour Centre: Somerset West (Western Cape) Ref No: HR4/4/10/508 (X3 Posts) Labour Centre: Swellendam Satellite (Western Cape) Ref No: HR4/4/10/509 (1X post) Labour Centre: Ceres Satellite (Western Cape) Ref No: HR4/4/10/510 (X2 Posts) Labour Centre: De Doorns Satellite (Western Cape) Ref No: HR4/4/10/511 (X2 Posts) Labour Centre: Goodwood Satellite (Western Cape) Ref No: HR4/4/10/512 (X1 Post) Labour Centre: Worcester (Western Cape) Ref No: HR4/4/10/513 (X2 Posts)
<u>REQUIREMENTS</u>	:	Matriculation/ Grade 12/ Senior Certificate. Knowledge: Unemployment Insurance Act and Regulations, Unemployment Insurance Contribution Act, Public Financial Management Act (PFMA), Protection of Personal Information Act (POPIA), Treasury Regulations, Batho Pele Principles, Departmental

		Policies, Procedures and Guidelines Skills: Interview, Communication (verbal and written), Computer Literacy, Listening, Interpretation (ability to interpret the UI Act and Contribution Act), Conflict Management, Time Management, Customer Relations, Analytical, Interpersonal, Telephone etiquette, On job training (Operational Systems).
<u>DUTIES</u>	:	Provide screening services. Process applications for UIF benefits. Register payment continuation forms. Provide administrative functions.
<u>ENQUIRIES</u>	:	Mr. Q Bowman Tel No: (021) 441 8120
<u>APPLICATIONS</u>	:	WCJobs-PRL@labour.gov.za – Paarl Labour Centre WCJobs-SW@labour.gov.za – Somerset West Labour Centre WCJobs-SD@labour.gov.za – Swellendam Satellite Labour Centre WCJobs-CS@labour.gov.za – Ceres Satellite Labour Centre WCJobs-DD@labour.gov.za – De Doorns Satellite Labour Centre WCJobs-GW@labour.gov.za – Goodwood Satellite Labour Centre WCJobs-WS@labour.gov.za – Worcester Labour Centre Chief Director: Provincial Operations: PO Box 872, Cape Town, 8000 or hand deliver at: Department of Employment and Labour, No.9 Long Street, Cnr Riebeeck and Long Street, Cape Town.
<u>FOR ATTENTION</u>	:	Sub-directorate: Human Resources Management, Western Cape
<u>POST 24/05</u>	:	<u>UI CLAIMS OFFICER: PAY MASTER (X10 POSTS)</u>
<u>SALARY</u>	:	R269 499 per annum
<u>CENTRE</u>	:	Labour Centre: Paarl (Western Cape) Ref No: HR4/4/10/514 (X1 Post) Labour Centre: Somerset West (Western Cape) Ref No: HR4/4/10/515 (X3 Posts) Labour Centre: Ceres Satellite (Western Cape) Ref No: HR4/4/10/516 (X2 Posts) Labour Centre: De Doorns Satellite (Western Cape) Ref No: HR4/4/10/517 (X2 Posts) Labour Centre: Goodwood Satellite (Western Cape) Ref No: HR4/4/10/518 (X1 Post) Labour Centre: Worcester (Western Cape) Ref No: HR4/4/10/519 (X1 Post)
<u>REQUIREMENTS</u>	:	Matriculation/ Grade 12/ Senior Certificate. Knowledge: Unemployment Insurance Act and Regulations, Unemployment Insurance Contribution Act, Public Financial Management Act (PFMA), Protection of Personal Information Act (POPIA), Treasury Regulations, Batho Pele Principles, Departmental Policies, Procedures and Guidelines Skills: Interview, Communication (verbal and written), Computer Literacy, Listening, Interpretation (ability to interpret the UI Act and Contribution Act), Conflict Management, Time Management, Customer Relations, Analytical, Interpersonal, Telephone etiquette, On job training (Operational Systems).
<u>DUTIES</u>	:	Provide screening services. Process applications for UIF benefits. Register payment continuation forms. Provide administrative functions.
<u>ENQUIRIES</u>	:	Mr. Q Bowman Tel No: (021) 441 8120
<u>APPLICATIONS</u>	:	WCJobs-PRL@labour.gov.za – Paarl Labour Centre WCJobs-SW@labour.gov.za – Somerset West Labour Centre WCJobs-SD@labour.gov.za – Swellendam Satellite Labour Centre WCJobs-CS@labour.gov.za – Ceres Satellite Labour Centre WCJobs-DD@labour.gov.za – De Doorns Satellite Labour Centre WCJobs-GW@labour.gov.za – Goodwood Satellite Labour Centre WCJobs-WS@labour.gov.za – Worcester Labour Centre Chief Director: Provincial Operations: PO Box 872, Cape Town, 8000 or hand deliver at: Department of Employment and Labour, No.9 Long Street, Cnr Riebeeck and Long Street, Cape Town
<u>FOR ATTENTION</u>	:	Sub-directorate: Human Resources Management, Western Cape
<u>POST 24/06</u>	:	<u>UI CLAIMS OFFICER: EMPLOYER SERVICES (X8 POSTS)</u>
<u>SALARY</u>	:	R269 499 per annum
<u>CENTRE</u>	:	Labour Centre: Swellendam Satellite (Western Cape) Ref No: HR4/4/10/520 (X2 Posts) Labour Centre: Ceres Satellite (Western Cape) Ref No: HR4/4/10/521 (X2 Posts) Labour Centre: De Doorns Satellite (Western Cape) Ref No: HR4/4/10/522 (X2 Posts) Labour Centre: Goodwood Satellite (Western Cape) Ref No: HR4/4/10/523 (X1 Post) Labour Centre: Worcester (Western Cape) Ref No: HR4/4/10/524 (X1 Post)
<u>REQUIREMENTS</u>	:	Matriculation/ Grade 12/ Senior Certificate. Knowledge: Unemployment Insurance Act and Regulations, Unemployment Insurance Contribution Act, Public Financial Management Act (PFMA), Protection of Personal Information Act (POPIA), Treasury Regulations, Batho Pele Principles, Departmental

		Policies, Procedures and Guidelines Skills: Interview, Communication (verbal and written), Computer Literacy, Listening, Interpretation (ability to interpret the UI Act and Contribution Act), Conflict Management, Time Management, Customer Relations, Analytical, Interpersonal, Telephone etiquette, On job training (Operational Systems).
<u>DUTIES</u>	:	Provide screening services. Process applications for UIF benefits. Register payment continuation forms. Provide administrative functions.
<u>ENQUIRIES</u>	:	Mr. Q Bowman Tel No: (021) 441 8120
<u>APPLICATIONS</u>	:	WCJobs-SD@labour.gov.za – Swellendam Satellite Labour Centre WCJobs-CS@labour.gov.za – Ceres Satellite Labour Centre WCJobs-DD@labour.gov.za – De Doorns Satellite Labour Centre WCJobs-GW@labour.gov.za – Goodwood Satellite Labour Centre WCJobs-WS@labour.gov.za – Worcester Labour Centre
		Chief Director: Provincial Operations: PO Box 872, Cape Town, 8000 or hand deliver at: Department of Employment and Labour, No.9 Long Street, Cnr Riebeeck and Long Street, Cape Town
<u>FOR ATTENTION</u>	:	Sub-directorate: Human Resources Management, Western Cape
<u>POST 24/07</u>	:	<u>UI CLAIMS OFFICER: ASSESSMENTS (X9 POSTS)</u>
<u>SALARY CENTRE</u>	:	R269 499 per annum
	:	Labour Centre: Labour Centre: Somerset West (Western Cape) Ref No: HR4/4/10/525 (X2 Posts)
	:	Labour Centre: Swellendam Satellite (Western Cape) Ref No: HR4/4/10/526 (X1 Post)
	:	Labour Centre: Ceres Satellite (Western Cape) Ref No: HR4/4/10/527 (X2 Posts)
	:	Labour Centre: De Doorns Satellite (Western Cape) Ref No: HR4/4/10/528 (X2 Posts)
	:	Labour Centre: Goodwood Satellite (Western Cape) Ref No: HR4/4/10/529 (X1 Post)
	:	Labour Centre: Worcester (Western Cape) Ref No: HR4/4/10/530 (X1 Post)
<u>REQUIREMENTS</u>	:	Matriculation/ Grade 12/ Senior Certificate. Knowledge: Unemployment Insurance Act and Regulations, Unemployment Insurance Contribution Act, Public Financial Management Act (PFMA), Protection of Personal Information Act (POPIA), Treasury Regulations, Batho Pele Principles, Departmental Policies, Procedures and Guidelines Skills: Interview, Communication (verbal and written), Computer Literacy, Listening, Interpretation (ability to interpret the UI Act and Contribution Act), Conflict Management, Time Management, Customer Relations, Analytical, Interpersonal, Telephone etiquette, On job training (Operational Systems).
<u>DUTIES</u>	:	Provide screening services. Process applications for UIF benefits. Register payment continuation forms. Provide administrative functions.
<u>ENQUIRIES</u>	:	Mr. Q Bowman Tel No: (021) 441 8120
<u>APPLICATIONS</u>	:	WCJobs-SW@labour.gov.za – Somerset West Labour Centre WCJobs-SD@labour.gov.za – Swellendam Satellite Labour Centre WCJobs-CS@labour.gov.za – Ceres Satellite Labour Centre WCJobs-DD@labour.gov.za – De Doorns Satellite Labour Centre WCJobs-GW@labour.gov.za – Goodwood Satellite Labour Centre WCJobs-WS@labour.gov.za – Worcester Labour Centre
		Chief Director: Provincial Operations: PO Box 872, Cape Town, 8000 or hand deliver at: Department of Employment and Labour, No.9 Long Street, Cnr Riebeeck and Long Street, Cape Town
<u>FOR ATTENTION</u>	:	Sub-directorate: Human Resources Management, Western Cape
<u>POST 24/08</u>	:	<u>BCEA INSPECTOR (X4 POSTS)</u>
<u>SALARY CENTRE</u>	:	R269 499 per annum
	:	East London Labour Centre Ref No: HR4/4/5/03 (X2 Posts)
	:	Gqeberha Labour Centre Ref No: HR4/4/5/04 (X2 Posts)
<u>REQUIREMENTS</u>	:	Three years (3) tertiary qualification at NQF6 in Labour relations/ BCOM Law/ LLB. Valid driver's license. Knowledge: Departmental policies and procedures, Skills Development Act, LRA, BCEA, Skills Development Levies Act, OHS Act, COIDA, SABS codes, UIA, UI Contributions Act, Employment Equity Act, Immigration Act. Skills: Facilitation, Planning and Organizing, Computer literacy, Interpersonal, Conflict handling, Negotiation, Problem solving, Interviewing, Presentation, Innovative, Analytical and Verbal and written communication skills.
<u>DUTIES</u>	:	Plan and conduct substantive inspections with the aim of ensuring compliance with all Labour legislation namely, BCEA, LRA, EEA, UIA COIDA, OHS and UCA, Plan and execute investigations independently on reported cases pertaining to contravention of labour legislations and enforce as and when necessary including preparing for appearing in Court as the State witness. Plan

and conduct allocated pro- active (BLITZ) inspections regularly to monitor compliance with labour legislation including compilation and consolidation of reports emanating from such inspections, Plan and conduct Advocacy campaigns on all labour legislations independently analyse impact thereof, consolidate and compile report. Contribute at a higher level to planning, drafting and maintenance of regional inspection plans and reports including execution of analysis and compilation of consolidated statistical reports on regional and allocated cases.

ENQUIRIES

: Mr M Njamela Tel No: (043) 702 7500 – East London

Mr MP Ngqolowa Tel No: (041) 506 5000 – Gqeberha

APPLICATIONS

: Deputy Director: Labour Centre Operations: Private Bag X9084, East London, 5201 or hand deliver at IGI Building, Ensuco House, Cnr Oxford and Hill Str, East London, 5201; or Direct your applications to Jobs-EC8@LABOUR.gov.za
Deputy Director: Labour Centre: Private Bag X6045, Port Elizabeth, 6000 or hand deliver at VSN Centre 116 -134 Goven Mbeki Avenue, Port Elizabeth, 6000 or Direct your applications to Jobs-EC8@LABOUR.gov.za

DEPARTMENT OF HEALTH

It is the Department's intension to promote equity (race, gender and disability) through the filing of this post with a candidate whose transfer /promotion / appointment will promote representivity in line with the numeric targets as contained in our Employment Equity plan.

- APPLICATIONS** : The Director-General, National Department of Health, Private Bag X399, Pretoria. 0001. Hand delivered application may be submitted at Reception (Brown Application Box), Dr AB Xuma Building, 1112 Voortrekker Rd, Pretoria Townlands 351-JR or should be forwarded to recruitment@health.gov.za quoting the reference number on the subject e-mail.
- FOR ATTENTION** : Ms M Shitiba
- CLOSING DATE** : 28 July 2025
- NOTE** : All short-listed candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and technical exercise for SMS posts, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency-based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment batteries. Applications should be submitted on the new Z83 form obtainable from any Public Service department and should be accompanied by a CV only (previous experience must be comprehensively detailed). The Z83 must be fully completed (in line with DPSA Practice note), failure to comply will automatically disqualify the applicant. Applicants are not required to submit copies of qualification and other relevant documents on application. Certified copies of qualifications and other relevant documents will be requested prior to the final selection phase. Applications should be on one PDF format (If emailed). Applications received after the closing date and those that do not comply with the requirements will not be considered. It is the applicant's responsibility to have foreign qualifications and national certificates (where applicable) evaluated by the South African Qualification Authority (SAQA). Please note by responding to the advertisement, you consent to the collection, processing, and storing of your Personal Information in accordance with the Protection of Personal Information Act (POPIA). Your information will be used solely for the purpose of this promotion and will not be shared with third parties without prior consent unless required by law. The Department reserves the right not to fill the posts. The successful candidate will be subjected to personnel suitability checks and other vetting procedures. Applicants are respectfully informed that correspondence will be limited to short-listed candidates only. If notification of an interview is not received within three (3) months after the closing date, candidates may regard their application as unsuccessful. The Department will not be liable where applicants use incorrect/no reference number(s) on their applications.

OTHER POSTS

- POST 24/09** : **SENIOR LEGAL ADMINISTRATION OFFICER – MR6 REF NO: NDOH 70/2025**
Chief Directorate: Legal Services
- SALARY** : R586 956 – R1 386 972 per annum, as per OSD
- CENTRE** : Pretoria
- REQUIREMENTS** : A Grade 12 certificate and NQF 7 qualification in LLB Degree or Four Year Legal qualification. At least eight (8) years' appropriate post qualification experience in litigation/advisory, legislative drafting, and contract vetting as well as legal research. Knowledge of Consumer Protection Act, 2008 (Act 68 of 2008), Constitution of Republic of South Africa, 1996 (Act 108 of 1996), Labour Relations Act, 1995, Promotion of Access to Information Act, 2000 (Act 2 of 2000), Promotion of Administrative Justice Act, 2000 (Act 3 of 2000), legal drafting and planning and development law. Good communication (verbal and written), interpersonal relations, problem solving, project management, creative legal thinking and computer (MS Office package) skills. Ability to work independently and as part of a team. Willingness to travel across the country (provinces) as and when required. A valid driver's license.
- DUTIES** : Management and coordination of litigation and internal appeals. Ensure that all litigation cases and/or matters are managed properly in order to reduce unnecessary costs to the department. Ensure that various internal appeal committees are timeously appointed in terms of the relevant legislation administered by the department and that appeals are properly managed. Draft and amend legal documents including but not limited to international

agreements, contracts and service level agreements. Ensure that the agreements entered into by the department adequately protect its interests to reduce the risks of litigation. Provision of legal opinions to the department and ministry. Provide quality and timeous legal opinions that enhance service delivery by conducting research, analysing legal questions, interpreting relevant legislation and applying the relevant case law in the provision of legal opinions. Drafting and amending legislation (Bills) administered by the department in line with relevant instructions including the drafting, editing and amending of regulations in the department. Ensuring that the department's legislative process is finalized within relevant timeframes. Ensure that regulations are finalized within the specified agreed time frames. Management of risk and audit queries and resources.

ENQUIRIES : Mr. LN Makhoshi Tel No: (012) 395 8470

POST 24/10 : **ASSISTANT DIRECTOR: CHILDREN ESPECIALLY IN DIFFICULT CIRCUMSTANCES REF NO: NDOH 71/2025**
Directorate: Child and Youth Health

SALARY : R468 459 per annum, plus competitive benefits
CENTRE : Pretoria
REQUIREMENTS : A Grade 12 certificate and a recognized three years' Diploma (NQF 6) or equivalent qualifications in Nursing or Health Promotion or Social Science. Bachelor's degree (NQF 7) in the above fields will be an advantage. At least three (3) years' experience working with or in the field of childcare and protection and children's rights. Knowledge of child health and public health issues, implementation and application of programmes related to children's rights. Knowledge of relevant legislative framework and policy development and analysis. Good communication (verbal and written including report writing), interpersonal, problem solving, planning and organizing, and computer skills (MS Office package). Ability to work well under pressure and independently and in a team as well as frequent travelling. A valid driver's license.

DUTIES : Facilitate the development, implementation and monitoring of policy guidelines, norms and standards for children in especially difficult circumstances. Provide expert technical assistance to provinces on child healthcare and child protection matters, liaise with internal and external stakeholders on issues relating to child rights, child legislation, social crime, and the abuse, neglect, and exploitation of children. Support and participate in national advocacy initiatives, including the 16 Days of Activism for Non-Violence Against Women and Children. Coordinate and compile health sector inputs for national and international reports, including National Plan of Action for Children (NPAC), United Nations Convention on the Rights of the Child (UNCRC), African Charter on the Rights and Welfare of the Child (ACRWC). Reports related to Family Services Assist in the development of information, education, and communication (IEC) materials, and contribute to the design and implementation of social mobilization and communication campaigns targeting child health well-being.

ENQUIRIES : Ms S Ngake Tel No: (012) 395 8382

**DEPARTMENT OF HIGHER EDUCATION AND TRAINING
KING HINTSA (TVET) COLLEGE**

The Department and the College is committed to providing equal opportunities and practicing affirmative action employment. It is our intention to promote representivity: (race, gender and disability) in the Department through the filling of posts and a candidate whose appointment, transfer or promotion will promote representivity will receive preference.

- APPLICATIONS** : Please forward your applications: recruitment@khc.edu.za Kindly quote name of the post you are applying for and its reference number in the subject line. No faxed, postal or hand delivered applicants will be accepted.
- CLOSING DATE** : 25 July 2025 @16:00, incomplete applications and applications received after the closing date will not be considered.
- NOTE** : Do not separate the Z83 and CV. Scan all these into single document. Scanned Applications must consist of fully completed and signed new Z83 Form, obtainable from any Public Service Department or on the internet at www.gov.za, and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate, and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. The successful candidate will be subjected to a security clearance and verification of qualifications. Interviewed candidates will be subjected to a competency assessment where necessary. Correspondence or communication will only be entered into with short-listed applicants. The College /Department reserves the right to withdraw any of the advertised posts at any time depending on the need.

OTHER POSTS

- POST 24/11** : **ASSISTANT DIRECTOR: REGISTRATION SERVICES REF NO: KHC/2025/07/REG**
Nature of post: Permanent

- SALARY** : R582 444 per annum (Level 10)
CENTRE : King Hintsa TVET College-Central Office
REQUIREMENTS : Matric or NCV Level 4 with a recognised 3 year National Diploma/Degree in Business Administration, information System/Technology Public Administration or any other relevant equivalent qualification; 5 years' experience in the Administration/Data management environment or any relevant field, in which 3 years must be supervisory experience in the Administration environment or relevant field; Valid driver's licence; Knowledge of registry duties, practices as well as the ability to process information , and assist with data management; Working knowledge and understanding of the legislative framework governing the Public Service; Knowledge of storage and retrieval procedures in terms of the working environment.

- DUTIES** : Develop review and monitor the implementation of policies and procedure in relation to student registration, admission, scheduling and records; Provide workshops on the implementation of policies and procedure in relation to student registration, admission, scheduling and records; Develop marketing strategies to attract new potential students; Manage student registration and ensure proper procedure are followed; Develop and review registration document for accuracy; Manage the database for new graduates and alumni into the job market; Ensure provisioning of pre-entry support services to student during the registration process in relation to (financial aid, bursaries, student accommodation) ;Provide guidance and testing of students, with regard to choice of and placement within programmes; Maintain and update database of students enrolled within programmes ;Ensure that student orientation is conducted in to the college and campuses; Ensure that learner's information are captured on Information Technology System (ITS).
- ENQUIRIES** : Mr. O Kalimashe and Ms. P Soyizwapi Tel No: (047) 401 6400

- POST 24/12** : **ASSISTANT DIRECTOR: LABOUR RELATIONS REF NO: KHC/2025/07/LR**
Nature of post: Permanent

- SALARY** : R468 459 per annum (Level 09)
CENTRE : King Hintsa TVET College- Admin Centre
REQUIREMENTS : Matric or NCV Level 4 with a recognised 3-year Degree/National Diploma in Industrial Relations/Labour Law and/or Human Resource Management. A minimum of five (5) years of relevant experience within a Labour Relations portfolio within public or private entities. 3 years at the Supervisory level. Sound knowledge of labour legislation and prescripts within the TVET or Public sector domain. Sound Knowledge of LRA, BCEA, PSA, PSR, CET ACT 2006, and

		CET Amendment Act 2012, Higher Education sector and relevant public service regulations and policies. Demonstrable experience in project management, collective bargaining and LR processes. Sound conflict-handling and communication skills. Good organisational and interpersonal skills. Computer literate (MS Word, MS Excel, MS PowerPoint, and Outlook). Good communication skills (written and verbal). Strategic thinking and meticulous record keeping. Willingness to travel and a valid driver's licence.
<u>DUTIES</u>	:	Investigate misconduct cases and compile investigation reports. Management of Discipline, represent the Department during a formal disciplinary hearing, provide advice on informal disciplinary hearings and ensure the implementation of disciplinary sanctions. Investigate and finalise all grievances and complaints received from employees in the Department / Colleges. Coordinate and provide support in terms of representing the Department in all disputes referred to the Public Service Sectoral Bargaining Council/General Public Service Sectoral Bargaining Council/Education Labour Relations Council and the Commission for Conciliation, Mediation and Arbitration. Manage the information and records of all activities in the Labour Relations in the region. Manage resources of the section. Monitor precautionary suspensions in the region. Render advisory services to management and employees on dispute prevention and resolution. Monitor and evaluate labour relations trends in the region. Facilitate training and advocacy on labour relations matters in the region. Attend Departmental Multi-Lateral Labour Forums in the region and Colleges. Ensure compliance on capturing of cases on PERSAL. Provide monthly and quarterly reports to Head Office.
<u>ENQUIRIES</u>	:	Mr. O Kalimashe or Ms. P Soyizwapi Tel No: (047) 401 6400
<u>POST 24/13</u>	:	<u>ASSISTANT DIRECTOR: OFFICE OF THE PRINCIPAL (OFFICE MANAGER) REF NO: KHC/2025/07/GOV</u> Nature of post: Permanent
<u>SALARY CENTRE REQUIREMENTS</u>	:	R468 459 per annum (Level 09) King Hintsa TVET College Matric or NCV Level 4 with a recognised 3-year National Diploma/Degree in /Public Management/ Business Management / Office Management and Technology / Social Sciences or related qualification. A qualification in monitoring & Evaluation will be an added advantage. At least 5 years' relevant experience in strategic planning and public/ corporate administration environment. Knowledge of Public Service legislations and policies. Knowledge of PSET. Knowledge and understanding of the TVET/ CET Administration and the Higher Education sector. Understanding of corporate governance and Cost centre budgetary, expenditure and cash flow management. Knowledge of Employment Equity Act, Public Service Regulations and Public Service Act, Labour Relations Act and any other related legislation. Must have a valid driver's licence.
<u>DUTIES</u>	:	Render administrative/executive support services in the office of the principal. Provide secretariat support to College Council, Council Committees, Academic Board, Senior Management, and other approved committees. Provide strategic management, monitoring, and evaluation services. Records management. Management of all humans, financial and other resources of the unit. Ensure completion of performance agreements by all employees in the unit, Supervision of staff.
<u>ENQUIRIES</u>	:	Mr. O Kalimashe or Ms. S Soyizwapi Tel No: (047) 401 6400
<u>POST 24/14</u>	:	<u>MANAGEMENT INFORMATION SYSTEMS OFFICER REF NO: KHC2025/07/MISO</u> Nature of post: Permanent
<u>SALARY CENTRE REQUIREMENTS</u>	:	R397 116 per annum (Level 08) King Hintsa TVET College-Central Office Matric or NCV Level 4 with a recognised 3-year Diploma/Degree in Information Technology/Information Management/Computer Science/Computing. Minimum of 3-5 years working experience in Data Management and TVET MIS and ITS environment will be an added advantage. Valid Driver's License. PSET sector and ITS experience will be an added advantage.
<u>DUTIES</u>	:	To be the first point of contact (first line support) for resolving MIS queries using ITS and liaising directly with college staff. Assist in end user training and supporting documentation. To document processes and procedures as required. Assist with data updates and maintenance in line with funding body regulations and guidelines to ensure college compliance. Support data validation using SQL Server Business Intelligence Reporting Services. Monitoring & Reporting on student numbers funded and current. Assisting in the configuration and administration of: Timetable; Curriculum; and registers including periods, class, room, and staff activities. Support Database

		Developer in Centralised Integrated Report System (CIRS) report maintenance. Maintaining and amending student Learning programmes through the Programme Change, Leavers, Progression, and Completion/achievement processes. Scheduling and reporting. Assisting with Exams administration including exam entry and amendment files, downloading / processing results and ensuring exams are run in accordance with DHET regulations. Administrative support to the MIS department. Enforcing College procedures. General administration duties. To undertake any other duties commensurate with the post.
<u>ENQUIRIES</u>	:	Mr. O Kalimashe or Ms. P Soyizwapi Tel No: (047) 401 6400
<u>POST 24/15</u>	:	<u>TRANSPORT OFFICER REF NO: KHC2025/07/FAC</u> Nature of post: Permanent
<u>SALAERY</u>	:	R325 101 per annum (Level 07)
<u>CENTRE</u>	:	King Hintsa TVET College
<u>REQUIREMENTS</u>	:	Matric or NCV Level 4 with a recognised 3-year Diploma/Degree in Management, Public Management, Business Management. 3 years relevant experience in the Logistical and Transport environment. A valid driver's license. Skills and Competencies: Knowledge of Transport and Travel policies administrative delegations and prescripts. Leadership skills, Analytical skills; Good Financial Management; Computer literacy. Communication skills (written and verbal); Report writing skills; Problem solving skills; Planning and organising skills. Application and interpretation of legislation. Ability to work under pressure.
<u>DUTIES</u>	:	Provide day to day management of vehicles in terms of usage and maintenance. Ensure log sheets are controlled and completed for all trips. Keep maintenance schedules and coordinate maintenance requirements. Compile accidents reports and make follow ups. Manage travel arrangements. Handle queries and liaise with different departments/units on fleet vehicles and travel related issues. Ensure verification of travel documents and issuing of order numbers. Manage processing of payments timeously. Verify the authenticity, accuracy and correctness of invoices of services rendered. Supervision of College Drivers. Ensure traffic fines are processed. Manage the budget and administrative related services of the section. Monitor compliance to Transport and Travel Policies and advise accordingly.
<u>ENQUIRIES</u>	:	Mr. O Kalimashe or Ms. P Soyizwapi Tel No: (047) 401 6400
<u>POST 24/16</u>	:	<u>FINANCIAL AID (BURSARY) OFFICER REF NO: KHC/2025/07/FA</u> Nature of post: Permanent
<u>SALARY</u>	:	R325 101 per annum (Level 07)
<u>CENTRE</u>	:	King Hintsa TVET College – Msobomvu Campus
<u>REQUIREMENTS</u>	:	Recognized three (3) year National Diploma in Financial Management/Accounting (NQF level 6). 3-5 years' experience in bursary / financial aid services. Basic knowledge of financial functions, practices as well as the ability to capture data, operate computer and collate financial statistics. Basic knowledge of the Public Service financial legislations, procedures and Treasury Regulations (PFMA, DORA, PSA, PSR, PPPFA, Financial Manual). Knowledge of basic financial operating systems (ITS etc.). Must have a valid driver's licence.
<u>DUTIES</u>	:	Conduct NSFAS online applications. Capture application on the system. Attend to student queries at Campus level. Organise and / contract the filling system as required. Assist with the coordination of bursary application processes. Assist with Coordinating and monitoring of financial aid processes. Assist with analysing the NSFAS provisionally funded students. Assist with the coordination of bursary allocations. Assist with the coordination of providing feedback to students relating to the progress of the bursary process as communicated by NSFAS. Assist in reporting on all bursary allocations and progress.
<u>ENQUIRIES</u>	:	Mr. O Kalimashe or Ms. P Soyizwapi Tel No: (047) 401 6400
<u>POST 24/17</u>	:	<u>EXAMINATION OFFICER REF NO: KHC/2025/07/EXM</u> Nature of post: Permanent
<u>SALARY</u>	:	R325 101 per annum (Level 07)
<u>CENTRE</u>	:	King Hintsa TVET College – Centane Campus
<u>REQUIREMENTS</u>	:	Grade 12, Recognised Degree/Diploma in Education/ Administration or equivalent qualification, 1-2 years in the examination services / Teaching and Learning environment/ related field. Knowledge of White Paper on PSET, Knowledge of the Public TVET sector and its regulatory and legislative framework. Knowledge and understanding of the Higher Education sector. Knowledge and understanding of TVETMIS, and ITS. Knowledge of practice

		notes, national, provincial policy frameworks relevant to Education, Training and Development. Must have a valid driver's licence.
<u>DUTIES</u>	:	Capture term marks and Examination Marks. Issuing the of results and Certification. Verifying of question papers and answer books. Organise and/or construction the filling system as required. Assist lecturers with ITS during enrolment. Ensure accuracy of information. Capture test and year marks as well as attendance of learners. Record, organise, store and retrieve related information and documents. Other offices administration duties as allocated.
<u>ENQUIRIES</u>	:	Mr. O Kalimashe or Ms. P Soyizwapi Tel No: (047) 401 6400
<u>POST 24/18</u>	:	<u>ACADEMICS AND STUDENT SUPPORT SERVICES OFFICER REF NO: KHC/2021/11/02</u> Nature of post: Permanent
<u>SALARY</u>	:	R325 101 per annum (Level 07)
<u>CENTRE</u>	:	King Hintsa TVET College-Central Office
<u>REQUIREMENTS</u>	:	M+3 years Degree or National Diploma in Social Science/Psychology/Education or equivalent qualification. 3-5 years in the Student Support Administration Education /Teaching and Learning environment/related field. Knowledge of PSET Act and CET Act, knowledge and understating of electoral processes. Knowledge of Teaching and Learning. Knowledge of career guidance and extra-curricular activities. Knowledge of Skills Development Act, Public Service Act, Public Service Regulations and Labour Relations Act. Knowledge of the National Student Financial Aid Scheme and related legislation. Knowledge of Public TVET sector and its regulation and legislative framework. Knowledge of Ethical Regulatory and legislative framework. Knowledge and understating of the Higher Education sector. Knowledge of Education Act. Good communication and interpersonal skills. Computer literacy. A valid driver's license.
<u>DUTIES</u>	:	Provide student support services. Provide student counselling or referral services. Implement student work placement and Work Integrated Learning (WIL) policies. Provide career guidance, counselling and academic support for students. Implement the sport, recreation. Arts and culture programs for student in the campus. Facilitate student governance and student leadership development and exit support programme. Supervise staff.
<u>ENQUIRIES</u>	:	Mr. O Kalimashe or Ms. P Soyizwapi Tel No: (047) 401 6400
<u>POST 24/19</u>	:	<u>DEBTORS CLERK REF NO: KHC/2025/07/DC</u> Nature of post: Permanent
<u>SALARY</u>	:	R228 321 per annum (Level 05)
<u>CENTRE</u>	:	King Hintsa TVET College
<u>REQUIREMENTS</u>	:	Grade 12/NCV L4 or Equivalent. Minimum of 1-year relevant working experience in Financial Accounting will be an added advantage. Have proven competencies in: Communication (Verbal and Written), Analytical and Problem solving, Attention to detail, Interpersonal relations, Planning and organising skills, Basic Numeracy and Accuracy.
<u>DUTIES</u>	:	Render Financial Accounting transactions: Receive invoices, check invoices for correctness, verification, and approval (internal control), Process invoices (e.g., Capture payments), Collect cash, receive and capture cash payments as well as file all documents. Perform Salary Administration support services inclusive but not limited to: Receive salary advice, Process advice (e.g. check advices for correctness, capture salaries, bonuses, salary adjustments, capture all deductions etc). Perform bookkeeping support services: Capture financial transaction, clear suspense accounts, record debtors and creditors, process electronic banking transactions and compile journals.
<u>ENQUIRIES</u>	:	Mr. O Kalimashe or Ms. P Soyizwapi Tel No: (047) 401 6400
<u>POST 24/20</u>	:	<u>SECRETARY TO DEPUTY PRINCIPAL FINANCE REF NO: KHC/2025/07/SEC</u>
<u>SALARY</u>	:	R228 321 per annum (Level 05)
<u>CENTRE</u>	:	Admin Centre
<u>REQUIREMENTS</u>	:	Grade 12/ Matric certificate Recognized National Diploma in Public Administration/Business Management/Office Management (NQF Level 6) or equivalent qualification Knowledge and Understanding of the TVET/CET Administration. Basic knowledge of Financial Administration and Projects. Proven computer literacy, including advanced Microsoft Office suite (Word, Excel, Power-Point and Outlook.
<u>DUTIES</u>	:	Draft all letters, submissions, and memorandums. Preparing supporting documents for meetings, receive and distribution of stationery to the relevant officials. Assisting in the establishment and implementation of effective records

		and document management systems in the office of the Deputy Principal Innovation. Ensuring meetings are effectively organised and liaising with the Chair to plan meetings. Coordinate all logistical arrangements for travelling and meetings etc. Processing of claims for travelling and meetings etc, Arrange all meetings, proceedings and activities of the above structures, compile agenda, minutes, reports and other records of the above structures, distributions of relevant documents for meetings of the above structures.
<u>ENQUIRIES</u>	:	Mr O Kalimashe or Ms. P Soyizwapi Tel No: (047) 401 6400
<u>POST 24/21</u>	:	<u>ADMINISTRATION CLERK: SUPPLY CHAIN MANAGEMENT REF NO: KHC/2025/07/SCM</u> Nature of post: Permanent
<u>SALARY</u>	:	R228 321 per annum (Leve 05)
<u>CENTRE</u>	:	King Hintsa TVET College-Central Office
<u>REQUIREMENTS</u>	:	Grade 12/NCV Level 4 with 2-3 years' experience in Supply Chain Management Environment Certificate in Financial Accounting Systems (FIS), Diploma in Finance, Accounting, Internal Auditing, will be an added advantage. Knowledge and understanding of Public Finance Management Act (PFMA) and Treasury regulations.
<u>DUTIES</u>	:	Sourcing of quotations as per National Treasury Guidelines. Receive and assess quotations to ensure that they comply with the minimum requirements and procedures of SCM Ensure proper filling and safekeeping of documents. Ensure timeous processing of payments to suppliers. Receiving and issuing of stock items. Prepare request for invoices to Funders and follow up on their payments. Perform other duties as delegated by the Supervisor.
<u>ENQUIRIES</u>	:	Mr. O Kalimashe or Ms. P Soyizwapi Tel No: (047) 401 6400
<u>POST 24/22</u>	:	<u>LAB/ WORKSHOP ASSISTANTS REF NO: KHC2025/07/LAB (X5 POSTS)</u> Nature of post: Permanent (PERSAL)
<u>SALARY</u>	:	R228 321 per annum (Level 05)
<u>CENTRE</u>	:	King Hintsa TVET College: (Teko, Centane, Dutywa, Willowvale, Msobomvu Campus)
<u>REQUIREMENTS</u>	:	Grade 12 or equivalent and specialized experience or post-secondary training. Working knowledge of and experience configuring desktop computers and Local Area Networks.
<u>DUTIES</u>	:	Assists in planning and presents learning experiences for K-5 students to explain computer usage and help them become computer literate. Demonstrates and assists students in developing skills in keyboarding, mouse control and the use of various computer software applications. Develops lesson plans and instructional materials suitable for verbal, auditory and visual instruction of students with a wide range of mental, physical and emotional maturities. Establishes and maintains standards of student behaviour necessary to achieve a functional learning atmosphere in the classroom. Sets up computers for classroom instruction; installs computer printers and software; troubleshoots network, software and hardware malfunctions. Maintains adequate number of working copies of software and handouts for classes; maintains list of software and its recommended classroom usage. Assists professional staff in administering standardized tests in accordance with District testing program guidelines. Maintains various records such as weekly class schedules and lab usage logs.
<u>ENQUIRIES</u>	:	Mr O Kalimashe or Ms. P Soyizwapi Tel No: (047) 401 6400
<u>POST 24/23</u>	:	<u>ADMIN CLERK: HUMAN RESOURCES MANAGEMENT REF NO: KHC/2025/07/HRM</u>
<u>SALARY</u>	:	R228 321 per annum
<u>CENTRE</u>	:	Willowvale Campus
<u>REQUIREMENTS</u>	:	A Senior certificate with appropriate experience in HR Administration. (A National Diploma in Human Resources Management will be an added advantage). Valid driver's license.
<u>DUTIES</u>	:	Handle the administrative processes with regards to recruitment, selection, and placement, which entail: Advertising vacancies, processing of applications, attending interviews, writing submissions for appointments and appointment letters, prepare and provide employment statistics to the Head of Human resources. Ensure adherence to effective implementation of policies regulations and Acts regarding HR. Process appointments, transfers, promotions, relocations. Maintain and provide related statistical information. Management of learners or interns within the unit.
<u>ENQUIRIES</u>	:	Mr O Kalimashe or Ms. P Soyizwapi Tel No: (047) 401 6400

DEPARTMENT OF INTERNATIONAL RELATIONS AND COOPERATION

The Department of International Relations and Cooperation is an equal opportunity, affirmative action employer.

- APPLICATIONS** : Please e-mail your applications to the e-mail address indicated below each post and quote the post name in the subject line of the e-mail address to receive an acknowledgement; Hand-delivered applications can be submitted to the OR Tambo Building, 460 Soutpansberg Road, Pretoria.
- CLOSING DATE** : 01 August 2025. Applications received after the closing date will not be considered.
- NOTE** : Applications must be submitted on the new form Z83 (effective from 1 January 2021) (duly completed and hand signed) obtainable from any Public Service department or on the DIRCO website - www.dirco.gov.za. For other relevant information and how to apply, kindly visit the Department's website (www.dirco.gov.za) – home page under Jobs. Applications should be accompanied by a detailed Curriculum Vitae (CV). Certified copies of qualifications, Identity Document (ID), Drivers licence as well as any other relevant documents will be submitted by shortlisted candidates only. Received applications using the incorrect Z83 for employment will not be considered. All appointments will be subjected to a process of security clearance. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). All shortlisted SMS candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency-based assessments), using the mandated DPSA SMS competency assessment tools; All shortlisted candidates will be subjected to personnel suitability checks and verification of qualifications; In line with Cabinet decision taken on 2 March 2016, all applicants are required to indicate in their Curriculum Vitae the number of Boards he/she is serving on. Where this information is not provided, such application will not be considered; A pre-entry certificate obtained from National School of Government (NSG) is required for all SMS appointments. The course is available at the NSG under the name: Certificate for entry into SMS and the full details can be obtained by following the link below: <https://www.thensg.gov.za/training-course/sms-pre-entryprogramme> ; The successful candidate will have to complete a Financial Disclosure form annually; We thank all applicants for their interest; DIRCO reserves the right not to make appointments; Correspondence will be limited to short-listed candidates only. If you have not been contacted within four (4) months after the closing date of this advertisement, please accept that your application was unsuccessful.

MANAGEMENT ECHELON

- POST 24/24** : **CHIEF STATE LAW ADVISOR (INTERNATIONAL LAW)**
Office of the Chief State Law Advisor (International Law)
This is a re-advertisement and applicants who applied previously must re-apply.
- SALARY** : R1 741 770 per annum. This all-inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employees Pension Fund and a flexible portion that may be structured in terms of the applicable rules. The successful candidates will be required to sign a performance contract with the Director-General of the Department.
- CENTRE** : Pretoria
- REQUIREMENTS** : Applicants must be in possession of an LLB qualification. Admittance as an Attorney or Advocate. At least 5 years of experience at Senior Management level in Private Sector/Public Sector/ Academia. At least 10 years appropriate post qualification experience in international law/ litigation, and or advisory. SMS Pre-entry Certificate Offered by the National School of Government (NSG). Competencies: Strategic Leadership and Capability Financial Management People Management and Empowerment Client Orientation and Customer focus Change Management Knowledge Management Problem-solving and Analysis Service Delivery Innovation Knowledge and understanding of relevant Public Service wide legislation. Knowledge of South Africa's Foreign Policy. Knowledge and understanding of National policies and Prescripts. Knowledge and insight into South Africa's history. Understanding of International Trade and Investment. Knowledge of International and Domestic Law. Knowledge and understanding of all acts and regulations

		administered by the Department Extensive knowledge of international and domestic court procedures Policy Analysis and Development. Good communication skills.
<u>DUTIES</u>	:	Provide strategic leadership and direction to the Office of the Chief State Law Advisor. Provide legal advice on international law to all State Departments in national, provincial, and local sphere of Government and other organs of state: Formulate and provide legal advice in respect of the African Agenda, AU and SADC Instruments, Protocols, Programmes and Institutions. Contribute and advise on the formulation, codification and development of international law and in respect of the negotiations of various legal instruments and processes. Advise on the legal aspects of participation in the global system of governance. Participate in and advise on inter alia Air Law, Climate Change, Environmental conventions, Law of the Sea, Space law, Science and Technology, Antarctic Treaty, Law of the Sea, Continental Shelf Coordinate and advise on South Africa's input in the work of UNIDROIT and WIPO. Coordinate and advise on South Africa's input in the work of The Hague Conference on Private International Law. Participate in and provide for the implementation and strengthening of international courts and tribunals, judicial institutions such as ICC, AU Court of Justice, African Court on Human and Peoples Rights, ICTR, ICTY, PCA, ICJ and arbitral tribunals. Participate, support coordinate and advise on the relations with organisations such as the ICC. Provide advice on matters related to immunities and privileges under international law. Provide legal advice on domestic law to the Department. Act as custodian of international agreements that South Africa is a party and manage legal library collection. Manage litigations by and against the Department in South Africa and abroad. Manage the overall performance of the Chief Directorate and participate in corporate governance: Manage financial resources Provide leadership and manage human resources Manage Planning Monitor and Evaluate Participate in corporate governance.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms E Fouché Tel No: (012) 351 1033/ Ms V Beshe Tel No: (012) 351 1327
	:	Please e-mail your application to csla-re25@dirco.gov.za
<u>POST 24/25</u>	:	<u>CHIEF DIRECTOR: HUMAN RESOURCE PRACTICES AND ADMINISTRATION</u> Branch: Corporate Management
<u>SALARY</u>	:	R1 436 022 per annum. This all-inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employees Pension Fund and a flexible portion that may be structured in terms of the applicable rules. The successful candidates will be required to sign a performance contract with the Director-General of the Department.
<u>CENTRE REQUIREMENTS</u>	:	Head Office (Pretoria)
	:	Applicants must be in possession of an undergraduate NQF level 7 qualification as recognised by SAQA. At least five (5) years' experience at Senior Management level within the Human Resource Management/ Administration environment. SMS Pre-entry Certificate Offered by the National School of Government (NSG). Competencies: Strategic Leadership and Capability Financial Management People Management and Empowerment Client Orientation and Customer focus Change Management Knowledge Management Problem-solving and Analysis Service Delivery Innovation Honesty and Integrity Strategic Planning Policy Analysis and Development Good Communication Planning and Organising Knowledge and understanding of relevant public service legislation Knowledge and understanding of COLA Understanding of Foreign Service Dispensation Knowledge and understanding of Conditions of Service Knowledge and understanding of Human Resource Practices Knowledge of South Africa's Foreign Policy.
<u>DUTIES</u>	:	Provide strategic leadership in the overall management of the Human Resources Business Unit. Participate in the departmental policy formulation and strategy development. Manage the provision of human resource management services within the Department. Manage and provide Foreign Service Personnel administration services. Manage and administer the provision of locally recruited personnel (LRP) services in the Departmental Mission abroad. Manage the overall performance of the Chief-Directorate and participate in corporate governance. Manage Financial Resources Provide Leadership and manage Human Resources Manage Planning Monitor and Evaluate Participate in Corporate Governance Support Senior Managers in delivering their goals. Partner with line managers and build strategic relations with other State departments on Human Resource Management matters. Advise on compliance in the Department with legislative and other good governance practices. Provide advice on people management issues.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr N Sekalo Tel No: (012) 301 8689
	:	Please e-mail your application to cdhrpa25@dirco.gov.za

<u>POST 24/26</u>	:	<u>CHIEF DIRECTOR: INTERNAL AUDIT</u> Chief Directorate: Internal Audit
<u>SALARY</u>	:	R1 436 022 per annum. This all-inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employees Pension Fund and a flexible portion that may be structured in terms of the applicable rules. The successful candidates will be required to sign a performance contract with the Director-General of the Department.
<u>CENTRE REQUIREMENTS</u>	: :	Head Office (Pretoria) This position, within the Internal Audit Unit of the Department of International Relations and Cooperation has been established for the purposes of managing the Internal Audit function and to ensure that Internal Audit efforts are aligned to the vision, mission and objectives of the Department, thus ensuring value-added internal audit services. Applicants must be in possession of an appropriate NQF level 7 qualification as recognized by SAQA or equivalent qualification. At least five (5) years' experience at Senior Managerial level in Auditing or related fields. SMS Pre-entry Certificate Offered by the National School of Government (NSG). Competencies: Strategic Leadership and Capability Financial Management People Management and Empowerment Client Orientation and Customer focus Change Management Knowledge Management Problem-solving and Analysis Service Delivery Innovation Honesty and Integrity Strategic Planning Policy Development and Implementation Good Communication Planning and Organising Knowledge and understanding of Legislative Framework governing the Public Service. Knowledge of South Africa's domestic and Foreign Policy Objectives and Strategies. Knowledge of Internal Auditing and Accounting Principles and Practices and Business Practices. Knowledge of standards for the Professional Practice of the Internal Auditing and Code of Ethics developed by Institute of Internal Auditors. Knowledge of Public Finance Management Act. Knowledge of Treasury Regulations. Knowledge of Risk Management standards and procedures and Corporate Governance Prescripts.
<u>DUTIES</u>	:	Provide strategic leadership and direction to the Internal Audit Component and manage all Internal Audit activities. Manage and conduct operational, compliance and forensic audits. Manage and conduct governance, performance and information technology audits. Oversee the provisioning of technical and secretarial support services to the audit committee. Manage the overall performance of the Chief Directorate and participate in corporate governance Manage Financial Resources. Provide Leadership and manage Human Resources. Manage planning. Monitor and evaluate. Participate in Corporate Governance. Adopt appropriate audit approaches and methodologies in accordance with the requirements of the PFMA, the Treasury Regulations and the Standards for the Professional Practice of Internal Auditing Effectively manage the Internal Audit function to ensure that conditions and environment exist that are conducive to efficient, effective and economical auditing. Ensure the economical, efficient and effective utilisation of internal audit resources. Ensure adherence to the Standards for Professional Practice of Internal Auditing.
<u>ENQUIRIES APPLICATIONS</u>	: :	Ms E Fouché Tel No: (012) 351 1033/ Ms V Beshe Tel No: (012) 351 1327 Please e-mail your application to cdia25@dirco.gov.za

DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT

The Department of Justice and Constitutional Development's mandate is to ensure that there is accessible justice system in our vibrant and evolving constitutional democracy. It is responsible, amongst others, to enable Access to Justice for all, promote Constitutionalism, Rule of Law, Respect for Human Rights; and to coordinate the State Litigation and Legal Advisory Services. The Department is therefore presenting an opportunity to dynamic individuals with relevant competencies to join a dynamic team in its quest to fulfill its mandate and deliver justice services to the people of South Africa s

- APPLICATIONS** : Interested applicants must submit their applications for employment to <https://forms.office.com/r/X2XaVPasWu> or alternatively the address specified in each post.
- CLOSING DATE** : 28 July 2025
- NOTE** : The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.gov.za, and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. Application that do not comply with the above specifications will not be considered and will be disqualified. It remains the responsibility of an applicant to ensure that application reaches the department noting different options provided for submission. A SAQA evaluation report must accompany foreign qualifications. All shortlisted candidates for posts will be subjected to a technical and/or competency assessment. A pre-entry certificate obtained from National School of Government (NSG) is required before appointment for all SMS positions. Candidate will complete a financial disclosure form and also be required to undergo a security clearance. Foreigners or dual citizenship holder must provide the Police Clearance certificate from country of origin only when shortlisted. The DOJ&CD is an equal opportunity employer. In the filling of vacant posts the objectives of section 195 (1) (i) of the Constitution of South Africa, 1996 (Act No: 108 of 1996), the Employment Equity imperatives as defined by the Employment Equity Act, 1998 (Act No: 55 of 1998) and relevant Human Resources policies of the Department will be taken into consideration. Reasonable accommodation shall be applied for People with Disabilities including where driver's license is a requirement. Correspondence will be limited to short-listed candidates only. If you do not hear from us within 3 months of this advertisement, please accept that your application has been unsuccessful. The department reserves the right not to fill these positions. Women and people with disabilities are encouraged to apply and preference will be given to the EE Target.
- ERRATUM:** Kindly note that the post of Senior Legal Administration Officer: National Register for Sex Offenders (NRSO) with Ref No: 25/71/CS advertised on Public Service Vacancy Circular 23 dated 04 July 2025 with closing date 21 July 2025 has been withdrawn. We apologies for the inconvenience caused.

OTHER POST

- POST 24/27** : **MAINTENANCE OFFICER (MR1-MR5) REF NO: 11/2025/WC**
- SALARY** : R252 855 – R1 111 323 per annum, (Salary will be in accordance with OSD determination). The successful candidate will be required to sign a performance agreement.
- CENTRE** : Magistrate Office, Piketberg
- REQUIREMENTS** : An LLB Degree or a four (4) year recognized legal qualification; Appropriate post qualification legal experience. Knowledge of maintenance system, Maintenance Act and family law matters; Understanding of all services and procedures in the area of Maintenance; Skills and Competencies: Computer literacy (MS Office); Good communication skills (verbal and written); Numeracy skills; Good interpersonal relations; Problem solving skills; Report writing and time management skills; Accuracy and attention to detail.
- DUTIES** : Key Performance Areas: Perform the powers, duties or functions of a Maintenance Officer in terms of the Maintenance Act; Obtain financial information for Maintenance enquiries; Guide Maintenance investigators in the performance of their functions; Implement Bench orders; Provide reports and compile statistics.
- ENQUIRIES** : Mr A Knowles Tel No: (044) 693 3113
- APPLICATIONS** : Please direct your application to: The Provincial Head: Private Bag X9171, Cape Town, 8000 or hand deliver to Ms P Paraffin 8 Riebeeck Street, 5th Floor Norton Rose House, Cape Town.

OFFICE OF THE CHIEF JUSTICE

The Office of the Chief Justice is an equal opportunity employer. In the filling of vacant posts, the objectives of section 195 (1)(i) of the Constitution of South Africa, 1996, the Employment Equity imperatives as defined by the Employment Equity Act, 1998 (Act 55) of 1998) and the relevant Human Resources policies of the Department will be taken into consideration and preference will be given to Women, Persons with Disabilities and youth.

**APPLICATIONS**

: **National Office (Midrand):** Quoting the relevant reference number, direct your application to: The Director: Human Resources, Office of the Chief Justice, Private Bag X10, Marshalltown, 2107 or hand deliver applications to the Office of the Chief Justice, Human Resource Management, 188, 14th Road, Noordwyk, Midrand, 1685.

Gauteng: Johannesburg/Pretoria: Quoting the relevant reference number, direct your application to: The Provincial Head, Office of the Chief Justice, Private Bag X7, Johannesburg, 2000. Applications can also be hand delivered to the 12th floor, Cnr Pritchard and Kruis Street, Johannesburg.

Kimberley: Quoting the relevant reference number, direct your application to: The Provincial Head, Office of the Chief Justice, Private Bag X5043, Kimberley, 8300. Applications can also be hand delivered to: The High Court, Sol Plaatje Drive, Room B107, Kimberley.

CLOSING DATE

: 25 July 2025

NOTE

: All applications must be submitted on a New Z83 form, which can be downloaded on internet at www.judiciary.org.za / www.dpsa.gov.za/dpsa2g/vacancies.asp or obtainable from any Public Service Department and should be accompanied by a recent comprehensive CV only; contactable referees (telephone numbers and email addresses must be indicated). Please send your documents in a PDF and put them in one folder. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from Human Resources. Each application form must be fully completed, duly signed and initialed on both pages by the applicant. The application must indicate the correct job title, the office where the position is advertised and the reference number as stated in the advert. Failure by the applicant to fully complete, sign and initial the application form will lead to 40 disqualification of the application during the selection process. Applications on the old Z83 will unfortunately not be considered. Should you be in a possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). Dual citizenship holders must provide the Police Clearance certificate from the country of origin (when shortlisted all non - SA Citizens will be required to submit a copy of proof of South African permanent residence). Applications that do not comply with the above-mentioned requirements will not be considered. Suitable candidates will be subjected to a personnel suitability check (criminal record, financial checks, qualification verification, citizenship checks, reference checks and employment verification). Correspondence will be limited to short-listed candidates only. If you have not been contacted within three (3) months after the closing date of this advertisement, please accept that your application was unsuccessful. The Department reserves the right not to make any appointment(s) to the advertised post(s). Applicants who do not comply with the above-mentioned requirements, as well as applications received late, will not be considered. Failure to submit all the requested documents will result in the application not being considered during the selection process. All successful candidates will be expected to enter into an employment contract and a performance agreement within 3 months of appointment, as well as be required to undergo a security clearance three (3) months after appointment. The Office the Chief Justice complies with the provisions of the Protection of Personal Information Act (POPIA); Act No. 4 of 2013. We will use your personal information provided to us for the purpose of recruitment only and more specifically for the purpose of the position/vacancy you have applied for. In the event that your application was unsuccessful, the Office of the Chief Justice will retain your personal information for internal audit purposes as required by policies. All the information requested now or during the process is required for recruitment purposes. Failure to provide requested information will render your application null and void. The Office of the Chief Justice will safeguard the security and confidentiality of all information you shared during the recruitment process.

ERRATUM: Kindly note that the posts of Judges Secretaries and Librarian, Western Cape with Ref No: 2025/164/OCJ and 2025/166/OCJ and advertised

OTHER POSTS

POST 24/28

ASSISTANT DIRECTOR: NETWORK ENGINEER REF NO: 2025/174/OCJ

<u>SALARY</u>	:	R468 459 - R551 823 per annum (Level 09). The successful candidate will be required to sign a performance agreement.
<u>CENTRE</u>	:	National Office: Midrand
<u>REQUIREMENTS</u>	:	Grade 12, National Diploma in Computer Science/ Information Technology/ equivalent qualification at NQF Level 6, A minimum of 3 years' relevant experience in the LAN/WAN environment, A certificate such as Cisco Certified Network Associate (CCNA), Aruba Certified Switching Associate (ACSA), or Huawei Certified ICT Associate (HCIA) or equivalent, a valid Driver's license is must. the following will be regarded as an added advantage - CCNP, ACSP and HCIP. Skills and Competencies: Knowledge of Public Service Act, Public Service Regulations, Labour Relations Act, Skills Development Act, Expert, Knowledge of Desktop and Systems Support, ICT project Management, ICT Change Management, Knowledge of the PFMA and Treasury Regulations, Intermediate, Knowledge of Good Corporate Governance principles (King Report), Expert.
<u>DUTIES</u>	:	Plan, design, implement and monitor the network infrastructure technologies (LAN, WAN, VPN and VoIP), Develop network infrastructure specification, configuration and administration, Monitor and ensure network infrastructure including the data lines and internet break out, Develop and maintain disaster recovery plans for network infrastructure, Maintain the data center/ server room standards as set by policy. Ability to monitor and manage server room's UPSs. Candidate must be willing to work extended hours (after hours, weekends and holidays) when required to do so.
<u>ENQUIRIES</u>	:	Technical Enquiries: Mr T Mohono Tel No: (010) 493 8754 HR enquiries: Mr K Mphela Tel No: (010) 493 2500
<u>APPLICATIONS</u>	:	Applications can be sent via email at 2025/174/OCJ@judiciary.org.za
<u>NOTE</u>	:	The Organisation will give preference to candidates in line with the Employment Equity goals

POST 24/29

JUDGE'S SECRETARY REF NO: 2025/175/OCJ (X6 POSTS) (48 months non-renewable contract)

<u>SALARY</u>	:	R325 101 - R382 959 per annum, plus 37% in lieu of benefits. The successful candidate will be required to sign a performance agreement.
<u>CENTRE</u>	:	Gauteng Division of The High Court: Johannesburg
<u>REQUIREMENTS</u>	:	Matric certificate, an LLB degree or a 4-year legal qualification (or equivalent). A valid Driver's license. Shortlisted candidates will be required to pass a typing proficiency test. All shortlisted candidates shall undertake a pre-entry practical exercise as part of the assessment method to determine the candidate's suitability based on the post's technical and generic requirements.
<u>DUTIES</u>	:	Ensure attendance and screening of all incoming and outgoing calls. To ensure that judgments are typed, and correspondences is appropriately captured and saved in the correct locations and safeguarded; Provide general secretarial / administrative duties to the Judge. Arrange and diarize appointments, meetings, official visits and make travel and accommodation arrangements. etc; Perform digital recording of court proceedings urgent court after hours and ensure integrity of such recordings, store, keep and file court records safely: after a case has been completed and opinion, decision or judgment entry released, returns case file to the Registrar; Accompany the Judge to the court and circuit courts; ensure that the register/template for the reserved judgments is updated timeously and that the Statistics Officer is notified when judgment remains outstanding and/or has been handed down, Cooperate with Judges, Supervisors and co-workers as necessary to ensure the smooth and efficient operation of the Court; Management of Judge's vehicle and logbook; compile data and prepares reports and documents for assigned judges as necessary, including expenses reports, continuing legal hours, financial disclosure statement, and case management; Arrange receptions for the Judge, and his visitors and attend to their needs; To remind the Judge of invoices so that the submission of the S&T claims can be processed. To ensure the submissions of Cell phone and 3G data claims for process purposes. To ensure that stats are submitted to the Statistical Officer timeously. To ensure that the Judge's logbook is submitted on or before 5th of every month to the Transport Office. Management of Judge's Library and updating of loose-leaf publications; Ensure that the Judge's stationery is ordered and collected; Execute Legal research as directed by the Judge. Good communication skills (verbal and written). Administration and organizational skills. Exceptional interpersonal

		skills. Ability to meet strict deadlines and to work under pressure. Attention to detail. Customer service skills and Computer literacy (Ms Word) and including Dictaphone typing, Confidentiality and time management. Comply with departmental policies and prescripts and procedures or guidelines.
<u>ENQUIRIES</u>	:	Technical enquiries: Ms S Kajee Tel No: (010) 494 8589 HR enquiries: Ms T Mbalekwa Tel No: (010) 494 8515
<u>APPLICATIONS</u>	:	Applications can be sent via email at 2025/175/OCJ@judiciary.org.za
<u>NOTE</u>	:	The Organisation will give preference to candidates in line with the Employment Equity goals.
<u>POST 24/30</u>	:	<u>JUDGE'S SECRETARY REF NO: 2025/176/OCJ (X11 POSTS)</u> (48 months non-renewable contract)
<u>SALARY</u>	:	R325 101 - R382 959 per annum, plus 37% in lieu of benefits. The successful candidate will be required to sign a performance agreement.
<u>CENTRE</u>	:	Gauteng Division of The High Court: Pretoria
<u>REQUIREMENTS</u>	:	Applicants should be in possession of a Matric and an LLB degree or a four (4) year legal qualification (or equivalent). A valid driver's license. Shortlisted candidates will be required to pass a typing proficiency test. All shortlisted candidates shall undertake a pre-entry practical exercise as part of the assessment method to determine the candidate's suitability based on the post's technical and generic requirements.
<u>DUTIES</u>	:	To ensure attendance and screening of all incoming and outgoing calls. To ensure that appointments and meetings of the Judge are diarized. To ensure that the judgments are typed, and correspondence is appropriately captured and saved in the correct locations and safeguarded. To ensure that signed Judgments and orders are properly handed down in person in court and/or virtually. To ensure that draft judgements are expeditiously handled and typed. To ensure all visitors in the Judge's Chambers are received, screened and their queries are attended to. To ensure that all incoming and outgoing documents are recorded and filed. To ensure that stationery for the Judge is ordered and collected. To ensure that the court files are ready, the Judge has access to all his allocated files and documents in the file on time as per duty roster. To ensure that all files received from various sections(s) are verified by the Registrar of that section. To ensure that the Judges Chamber register of reviews is up to date and signed on receipt and return of review files to the review Clerk. To ensure that the register/template for the reserved judgements is updated timeously and that the Statistics Officer as well as the office of the Judge President is notified when judgement remains outstanding and/or has been handed down. To ensure that transcribed judgements from transcribers reach the Judges for approval and signature. To prepare court rolls for Opposed Motion and Urgent Court and distribute to stakeholders. To ensure that the Heads of Argument from various stakeholders are received, filed and verified. Informing parties involved via e-mail and or the time telephonically of time and date when reserve judgements will be handed down, further notifying them on how the judgement will be handed down. To ensure that the bench book of the Judge is prepared, and files are in court before the court starts or before the Judge enters the court. To ensure that all stakeholders involved are present in court before commencement of proceedings. To ensure that all cases are called and recorded as per court roll. Calling the case number and the parties' names on record before Judge can allow parties to start with their matters. To ensure that the correct Oath ID or declaration is administered in court, when required. To ensure that the exhibits are handled, controlled and noted professionally and captured accordingly. To ensure that the correct order is endorsed on the file and or on Case lines after it was granted by Judge in court. To ensure that all the travel and accommodation arrangements are in order on time, attend to sign the documents being signed prior approval. To ensure that the Judge's logbook is submitted on or before 5th of every month to the Transport Officer. To ensure that the car is booked for either maintenance and service, receive the pre-authorization for the Judge's vehicle. To ensure the submissions of Cell phone and 3G data claims for process purposes. To ensure that court roll(s) are submitted to the Statistical Officer on or before every Friday. To ensure that all updates on the loose leafs in the Judge's library are attended to. Good communication skills (verbal and written) Administration and organizational skills. Exceptional interpersonal skills. Ability to meet strict deadlines and to work under pressure. Attention to detail. Customer service skills and excellent typing skills including Dictaphone typing. Confidentiality and time management. Computer literacy (MS Word) and research capabilities. The Department reserves the right not to make any appointments.
<u>ENQUIRIES</u>	:	Technical enquiries: Ms M Campbell Tel No: (012) 492 6799 HR enquiries: Ms T Mbalekwa Tel No: (010) 494 8515
<u>APPLICATIONS</u>	:	Applications can be sent via email at 2025/176/OCJ@judiciary.org.za

<u>NOTE</u>	:	The Organisation will give preference to candidates in line with the Employment Equity goals.
<u>POST 24/31</u>	:	<u>POOL JUDGE'S SECRETARIES REF NO: 2025/177/OCJ (X3 POSTS)</u> (12 Months non-renewable Contract)
<u>SALARY</u>	:	R325 101 - R382 959 per annum, plus 37% in lieu of benefits. The successful candidate will be required to sign a performance agreement.
<u>CENTRE</u>	:	Gauteng Division of The High Court: Pretoria
<u>REQUIREMENTS</u>	:	Grade 12 / Matric plus LLB degree; Valid driver's license. Shortlisted candidates will be required to pass a typing test Skills and Competencies: Good written and oral communication skills. Computer literacy (Microsoft office). Customer services skills. Interpersonal relations skills. Planning skills. Organising and control. Able to work under pressure. Ability to multi-task. Problem solving skills. Good interpersonal relations. Skills and competencies: Proficiency in English, Proficiency in Microsoft Office Programs, Ability to conduct research Problem solving, Planning and organizing, Ability to maintain confidentiality, Good judgment and decision-making skills, Good interpersonal relations with ability to take charge, effective communication (verbally and in writing), Able to work under pressure, Ability to multitask, Telephone etiquette, Professionalism, Ability to meet strict deadlines, Time management skills and People skills.
<u>DUTIES</u>	:	To ensure attendance and screening of all incoming and outgoing calls. To ensure that appointments and meetings of the Judge are diarized. To ensure that the judgments are typed and correspondences are filed accordingly in the right sections. To ensure that signed Judgments and orders handed down in court or virtually are sent to the typist and the library (Judgements only). To ensure that all visitors are received, screened and their queries are attended to. To ensure that all incoming and outgoing documents are recorded and filed. To ensure that stationery for the Judge is ordered and collected. To ensure that the court files are ready and Judge has all documents in the file on time as per duty roster. To ensure that all files received from various section(s) are verified by the Registrar of that section. To ensure that the register of reviews is up to date and signed on receipt and return of reviews to the review Clerk. To ensure that he register/template of the reserved judgment is updated and notifying the Statistics officer as well as the office of the Judge President when judgment has been handed down. To ensure that the transcribed judgments from transcribers reach the Judge for approval and signature. To prepare court rolls for Opposed Motion and Urgent Court and distribute to stakeholders. To ensure that the Heads of Arguments from various stakeholders are received, filed and verified. Informing parties involved via e-mail and/or telephonically of time and date when reserved judgments will be handed down, further notifying them on how the judgement will be handed down. To ensure that the bench book of the Judge is prepared and files are in court before the court starts or before Judge enters the court. To ensure that all stakeholders involved are present in court before commencement of proceedings. To ensure that all cases are called and recorded as per court roll. Calling the case number and the parties' names on record before Judge can allow parties to start with their matters. To ensure that the correct Oath ID or declaration is administered in court, when required. To ensure that the exhibits are handled, controlled and noted professionally and captured accordingly. To ensure that the correct order is endorsed on the electronic court file after it was granted by Judge in court. To ensure that all the travel, accommodation arrangements are in order on time, attend to sign the documents being signed prior approval. To ensure that the Judge's logbook is submitted on or before 5th of every month to the Transport Officer. To ensure that the car is booked for either maintenance and service, receive the pre-authorization for the Judge's vehicle. To remind the Judge of the invoices so that the submission of the S&T claims can be processed. To ensure the submission of Cell phone and 3G data claims for process purposes. To ensure that court roll(s) is submitted to the Statistical Officer on or before every Friday. To ensure that all updates on the loose leafs in the Judge's library are attended to. Execute legal research as directed by the Judge. Comply with departmental Policies and Prescripts and procedures or guidelines, including signing of payroll
<u>ENQUIRIES</u>	:	Technical enquiries: Ms M Campbell Tel No: (012) 492 6799 HR enquiries: Ms T Mbalekwa Tel No: (010) 494 8515
<u>APPLICATIONS</u>	:	Applications can be sent via email at 2025/177/OCJ@judiciary.org.za
<u>NOTE</u>	:	The Organisation will give preference to candidates in line with the Employment Equity goals.

<u>POST 24/32</u>	:	<u>STATE ACCOUNTANT REF NO: 2025/178/OCJ</u>
<u>SALARY</u>	:	R325 101 - R382 959 per annum (Level 07). The successful candidate will be required to sign a performance agreement.
<u>CENTRE REQUIREMENTS</u>	:	Gauteng Division of The High Court: Johannesburg
	:	Matric certificate and a three-year National Diploma in Financial Management, Public Finance, Public Accounting, Cost and Management Accounting or equivalent relevant qualification at NQF level 6 with 360 credits as recognized by SAQA. A minimum of two years relevant experience. A valid driver's license. Skills and Competencies: Public Service Act. Treasury Regulation. PFMA. BAS. Government Accounting Standards (GRAP); Economic Reporting Framework including Standard Charts of Accounts. Communication (written and verbal). Computer Literacy (MS Word, Excel, etc.). Analytical and Mathematics skills. Conflict resolution. Ability to work under pressure. Self-motivated. Reliable. Integrity and honesty. All shortlisted candidates shall undertake two pre-entry assessments. One must be a practical exercise, and the other must be an integrity (Ethical Conduct) assessment.
<u>DUTIES</u>	:	Assist in the preparation of various budgets. Assist budget managers in compiling their budget inputs and expenditure reporting, Capture budget in the financial system (BAS), Manage the department's budget and notify budget managers on possible over/underspending and recommend solutions, Prepare and provide budget managers with management reports (cashflow statements) on a monthly basis, Assist in the compilation of expenditure reports to various stakeholders, Assist in the preparation of financial statements (appropriation statement), Ensure application of prescribed financial procedures and policies including PFMA and Treasury Regulations, Perform other duties as directed.
<u>ENQUIRIES</u>	:	Technical enquiries: Ms R Bramdaw Tel No: (010) 494 8486 HR enquiries: Ms T Mbalekwa Tel No: (010) 494 8515
<u>APPLICATIONS</u>	:	Applications can be via email to: 2025/178/OCJ@judiciary.org.za
<u>NOTE</u>	:	The Organisation will give preference to candidates in line with the Employment Equity goals.
<u>POST 24/33</u>	:	<u>ADMINISTRATION CLERK: LEGAL REF NO: 2025/179/OCJ</u>
<u>SALARY</u>	:	R228 321 – R268 950 per annum. The successful candidate will be required to sign a performance agreement.
<u>CENTRE REQUIREMENTS</u>	:	Northern Cape Division of The High Court: Kimberley
	:	Grade 12 certificate. No experience is required. LLB degree will be an added advantage. Skills and Competencies: Knowledge of Public Services Legislation, Prescripts and Regulations. Research skills. Communication skills (verbal and written). Minute taking skills. Decision making and time management skills. Good reporting skills. Creative and analytical thinking skills. Computer literacy. All shortlisted candidates shall undertake two pre-entry assessments. One must be a practical exercise, and the other must be an integrity (Ethical Conduct) assessment.
<u>DUTIES</u>	:	Conduct Legal Research for the Regional Court President/Chief Magistrate. Compilation of statistics. Case flow management. Assisting Regional Court Registrar. Provide administrative support to the Regional Court President/Chief Magistrate.
<u>ENQUIRIES</u>	:	Technical/HR related enquiries: Ms L Wymers Tel No: (053) 492 3533
<u>APPLICATIONS</u>	:	Applications can be sent via email at 2025/179/OCJ@judiciary.org.za
<u>NOTE</u>	:	The Organisation will give preference to candidates in line with the Employment Equity goals

DEPARTMENT OF WATER AND SANITATION

<u>APPLICATIONS</u>	:	Interested applicants must submit their applications via the online link https://erecruitment.dws.gov.za/
<u>CLOSING DATE</u>	:	25 July 2025
<u>NOTE</u>	:	Other related documentation such as copies of qualifications, identity document, driver's license etc need not to accompany the application when applying for a post as such documentation must only be produced by shortlisted candidates during the interview date in line with DPSA circular 19 of 2022. With reference to applicants bearing professional or occupational registration, fields provided in Part B on the online Z83 must be completed as these fields are regarded as compulsory. Failure to complete or disclose all required information will automatically disqualify the applicant. No late applications will be accepted. Shortlisted candidates will be subjected to suitability checks (SAQA verification, reference checks criminal and credit checks). SAQA evaluation certificate must accompany foreign qualifications (only when shortlisted). Applications that do not comply with the above-mentioned requirements will not be considered. All shortlisted candidates pertaining to Senior Management Services (SMS) posts will be subjected to a technical and competency assessment and a pre-entry certificate obtained from the National School of government is required prior to the appointment. Candidates will be required to complete a financial disclosure form and undergo security clearance. Foreigners or dual citizenship holders must provide a police clearance certificate from country of origin (only when shortlisted). The Department of Water Sanitation is an equal opportunity employer. In the filling of vacant posts, the objectives of section 195 (1) (i) of the Constitution of South Africa, 1996 (Act No: 108 of 1996) the Employment Equity imperatives as defined by the Employment Equity Act, 1998 (Act No: 55 of 1998) and relevant Human Resources policies of the Department will be taken into consideration. Correspondence will be limited to short-listed candidates only. If you do not hear from us within three (3) months of this advertisement, please accept that your application has been unsuccessful. Faxed applications will not be considered. The department reserves the right not to fill these positions. Women and persons with disabilities are encouraged to apply and preference will be given to the EE Targets.

OTHER POSTS

<u>POST 24/34</u>	:	<u>CHIEF ENGINEER GRADE A REF NO: 250725/01</u> Branch: Infrastructure Management: Southern Operations Dir: Operations Southern
<u>SALARY</u>	:	R1 266 450 – R1 446 921 per annum, (all-inclusive OSD salary package)
<u>CENTRE</u>	:	Gqeberha/Port Elizabeth
<u>REQUIREMENTS</u>	:	An Engineering Degree (B Eng/ BSc Eng) or relevant qualifications. Six (6) years' post qualification experience. Registration with Engineering Council of South Africa (ECSA) as a Professional Engineer. The disclosure of a Valid unexpired driver's license. Knowledge of Programme and Project management. Engineering, Legal and operational compliance. Engineering-and operational communication. Process knowledge and skills. Maintenance skills and knowledge. Engineering design and analysis knowledge. Research and development. Computer-aided engineering applications. Creating high performance culture. Technical consulting. Engineering and professional judgement. Strategic capability and leadership. Problem solving and analysis. Decision making. Team leadership. Creativity. Financial management. Customer focus and responsiveness. Communication. Computer skills. People management. Conflict Management. Negotiation skills. Change Management.
<u>DUTIES</u>	:	Engineering design and analysis effectiveness. Perform final reviews and approvals or audits on new engineering designs according to design principles or theory. Co-ordinate design efforts and integration across disciplines to ensure seamless integration with current technology. Pioneering of new engineering services and management methods. Maintain engineering operational effectiveness. Manage the execution of maintenance strategy through the provision of appropriate structures, systems, and resources. Set engineering maintenance standards, specifications, and service levels according to organizational objectives to ensure optimum operational availability. Governance. Provide technical consulting services for the operation on engineering matters to minimize possible engineering risks. Financial management. Ensure the availability and management of funds to meet the MTEF objectives within the Engineering environment. Allocate, control and monitor expenditure according to budget to ensure efficient cash

		flow management. People management. Manage the development of human resources. Promote transformation.
<u>ENQUIRIES</u>	:	Ms. C Figlan Tel No: (041) 508 9702
<u>NOTE</u>	:	This appointment will be made on the minimum notch of the salary range, however, a higher notch within the salary range of Grade A will be considered based in relation to the provisions of the Public Service Regulation 2016 as amended, i.e. provision of the candidate's current salary advice.
<u>POST 24/35</u>	:	<u>SENIOR HUMAN RESOURCE PRACTITIONER: PMDS AND HRD REF NO: 250725/02</u> Branch: Water And Sanitation Services Management: Eastern Cape Cd: Provincial Operations: Eastern Cape
<u>SALARY</u>	:	R397 116 per annum (Level 08)
<u>CENTRE</u>	:	King William's Town
<u>REQUIREMENTS</u>	:	A National Diploma or Degree in Human Resource Management or Human Resource Development. Three (3) to five (5) experience in Human Resource Development and Performance Management and Development Systems with PERSAL Introduction Certificate. The disclosure of a valid unexpired driver's license. Knowledge of relevant Human Resource Prescripts (Public Service Act and Regulations, Basic Conditions of Employment Act, Skills Development Act, Skills Levy Act, Labour Relations Act and PMDS Policies. knowledge of Public Finance Management Act. Computer literacy, Communication Skills, Project Management, Interpersonal relations, Presentation skills, Financial Management skills, Report writing and minutes taking. Knowledge of administrative procedures. Knowledge of implementing PMDS. Knowledge of dispute resolution process. Knowledge of HRD issues. Problem solving and analysis. Client Orientation and Customer Focus. Communication. Accountability and Ethical Conduct.
<u>DUTIES</u>	:	Conduct PMDS training and awareness sessions. Compile PMDS compliance status reports. Implement midterm and final assessment for non-SMS members. Ensure compliance in terms of PMDS policies and information. Interpret and implement PMDS policies and procedures. Advise management on good administrative practices. Provide feedback on identified administrative gaps. Provide assistance in the development of performance agreements. Facilitate Departmental training needs assessment. Capture Performance Agreements and Assessments on PERSAL. Render PMDS support services, quality assurance of PMDS documents and ensure PMDS compliance. Conduct Work Skills Plan workshop in the regions. Provide assistance in the development of training programs for the region. Implement WSP according to delegations. Develop new training programmes. Analyse skills development gaps. Implement the Workplace Skills plan and training interventions as per personal development plans. Develop a training plan. Facilitate the allocation of Bursary. Implementation of induction programmes. Supervise staff and resources in the sub-directorate.
<u>ENQUIRIES</u>	:	Ms N Tshevu Tel No: (043) 604 5372
<u>POST 24/36</u>	:	<u>HUMAN RESOURCE PRACTITIONER REF NO: 250725/03</u> Branch: Water and Sanitation Services Management: Eastern Cape Cd: Provincial Operations: Eastern Cape
<u>SALARY</u>	:	R325 101 per annum (Level 07)
<u>CENTRE</u>	:	King William's Town
<u>REQUIREMENTS</u>	:	A National Diploma or Degree in Human Resource Management or equivalent. One (1) to three (3) years' experience in Human Resource Management. The disclosure of a Valid unexpired driver's license. Knowledge of Pension Case Management System. Knowledge of Online Claim Management System (Comp-easy). Knowledge of administrative procedures. Disciplinary knowledge of Human resources management. Knowledge of Public Service Act and Public Service Regulations. Knowledge of Basic Financial Operating System (PERSAL). Basic Financial Management and knowledge of PFMA. Disciplinary knowledge of Human Resources. Knowledge of dispute resolution process. Knowledge of Recruitment and Selection processes. Knowledge of Management. Problem solving and Analysis. Communication. Accountability and Ethical Conduct. Attention to detail. Willingness to travel.
<u>DUTIES</u>	:	Measure compliance to HR policies and procedures. Provide training on HR policy & procedure. Continuously monitor the interpretation and implementation of policies and DPSA directives. Provide input in the alignment of departmental policies with DPSA and PSR. HR provision (recruitment and selection, appointments, transfers, verification of qualification, secretariat functions at interviews, absorptions, probations periods, etc). responsible for drafting submissions for appointments, secondments, acting appointments and Grade Progression. Termination of service. capturing pension cases on PCM.

Supervision of Pension Administration, implementation of GEPF regulations and processes. Prepare reports on human administration issues and statistics. Keep statistics of HR administration or HR provisioning activities. Prepare reports on human administration issues and statistics. Prepare and consolidate reports on personnel administration issues. Provide guidance to the department/ personnel on human resources administration matters to enhance the correct implementation of personnel administration practices/policies. Keep PERSAL report up to date on the system. Compile monthly reports. Render policy advisory service to the department based on the legislative mandates. Provide feedback on identified administrative gaps. Assist in the implementation of approved resolutions. Supervision of staff. Responsible for injury on duty cases. Capturing of injury on duty cases on Online Claim Management System (Comp-easy).

ENQUIRIES

:

Mr MK Noah Tel No: (043) 604 5323

**PROVINCIAL ADMINISTRATION: GAUTENG
DEPARTMENT OF ROADS AND TRANSPORT**

- APPLICATIONS** : To apply for the below positions, please apply online at <http://jobs.gauteng.gov.za>. For general enquiries please contact Human Resource on 0833240044/ 0837924851. Only online applications will be considered.
- CLOSING DATE** : 01 August 2025
- NOTE** : In line with the Department's employments Equity Plan, Females and People with Disabilities are encouraged to apply. Applicants must utilise the most recent Z83 application form for employment, issued by the Minister for the Public Service and Administration in line with Regulation 10 of the Public Service Regulations, 2016. All fields in the New Z83 form must be completed, initialled and signed. Furthermore, a comprehensive Curriculum Vitae (CV) must also be attached. Failure to attach the completed Z83 and Comprehensive Curriculum Vitae (CV) will result in disqualification. The New Z83 form is obtainable from any Public Service Department or the DPSA website www.dpsa.gov.za/documents. Only shortlisted candidates will be requested to submit certified copies of qualifications, identity document and valid driver's license (where driving/travelling is an inherent requirement of the job) not older than six (06) months. It is our intention to promote representation (race, gender and disability) in the Public Service through the filling of posts and candidates whose transfer/promotion/appointment will promote representation will receive preference. It is the Department's intention to promote equity through the filling of all numeric targets as contained in the Employment Equity Plan. To facilitate this process successfully, an indication of race, gender and disability status is required. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). The Department reserves the right not to appoint. If you do not receive any response from us within 3 months, please accept your application was unsuccessful. It is a requirement of these positions for a candidate to produce a pre-entry (Nyukela) certificate issued by the National School of Government prior to appointment. Candidates are required to undergo pre-entry requirement course online to obtain the certificate endorsed by the National School of Government. The course is available at National School of Government under the name Certificate for Entry into an SMS and full details can be sourced by following the link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme>.

MANAGEMENT ECHELON

- POST 24/37** : **DEPUTY DIRECTOR-GENERAL: TRANSPORT REF NO: REFS/023005**
Branch: Transport
- SALARY** : R1 741 770 – R1 962 090 per annum, (all-inclusive package). The package includes a basic salary (70% of package), and a flexible portion of 30% that may be structured in terms of applicable rules. Which includes state's contribution to the Government Employees Pension Fund (13% of basic salary). The successful candidate will be required to enter into a performance agreement within three months after assumption of duty.
- CENTRE** : Johannesburg
- REQUIREMENTS** : Postgraduate (NQF Level 8) in Civil Engineering/ Transport Economics / Transport Management/ Urban Planning as recognized by SAQA. At least 8 years' experience at a senior management level within Transport management environment/field. Drivers' license. Nyukela Pre-Entry SMS Certificate. Competencies: A working knowledge and understanding of the Government regulatory frameworks and policies governing transport and roads (Provincial Medium Term Development Plan Gauteng vision 2023; National Land Transport Strategic Framework; Provincial Land Transport Strategic Framework; Departmental service delivery principles, PSR, PFMA, PSA; Departmental Strategic Planning; Departmental Annual Performance Plan). Skills: Strategic capability and leadership, problem solving and analysis. Creativity, Financial management, Customer focus and responsiveness, communication, computer, negotiation, conflict management and change management skills. Planning, organizing and negotiation skills.
- DUTIES** : Manage, coordinate and integrate the overall planning of transport in the province. Manage the planning of transport infrastructure in the province. Manage the development of roads and transport policies and promote IGR. Ensure the effective implementation of the Gauteng Freight Implementation Strategy and Integration of rail into provincial transport network. Oversee the provision of integrated public transport services Manage modal integration and

special projects. Manage public transport operations. Manage Road Traffic Act (RTA) fee collection services and eNatis. Manage the registration authorities and ensure compliance of the legislation. Manage Provincial Registration Authority functions. Manage the administration of the issuing of operating licenses, the conversion of radius-based permits and the implementation of the Taxi Recapitalization Project (TRP). Adjudicate applications for operating licenses. Oversee and monitor public transport. Conduct investigation on any matter relating to land transport in the province and make recommendations to the MEC. Provide input on policy matters affecting operating license applications, monitoring and overseeing public transport in the province. Participate in the development of the strategy for the Department. Ensure the development and implementation of the business plan and the operational plans of the unit. Manage the overall performance of the branch/unit. Create and build partnerships with various internal and external stakeholders in support of the execution of the function. Provide leadership and strategic direction within the unit in identifying policy gaps, determining policy goals and draft policy documents as required. Ensure effective risk management and compliance with legislation, regulations, DRT policies and procedures. Ensure compliance with all audit requirements. Manage the resources of the component and perform generic management functions.

ENQUIRIES

: Ms Diana Lekoma-Manyadu Tel No: (011) 355 7591

POST 24/38

: **CHIEF DIRECTOR: ROADS CONSTRUCTION REF NO: REFS/023006**
Branch: Roads Infrastructure

SALARY

: R1 436 022 – R1 716 933 per annum, (all-inclusive package). The package includes a basic salary (70% of package), and a flexible portion of 30% that may be structured in terms of applicable rules. Which includes the state's contribution to the Government Employees Pension Fund (13% of basic salary). The successful candidate will be required to enter into a performance agreement within three months after assumption of duty.

CENTRE REQUIREMENTS

: Head Office (Johannesburg)
: NQF level 7 in Civil/Structural Engineering/Built Environment as recognized by the South African Qualifications Authority (SAQA). Minimum of 5 years at senior management level with experience within transport infrastructure and/Built environment. Professional Body (such as Engineering Council of South Africa (ECSA), South African Council for the Project and Construction Management Professions (SACPCMP), South African Council for Quantity Surveying Profession (SACQSP) etc. A valid driver's license. Pre-Entry SMS Certificate. Knowledge of SLAs, Construction contract law & administration, Engineering Profession Act, 2000, Gauteng Transport Infrastructure Act 2001, National Roads Traffic Act. 1996, National Environmental Management Act, 1998, Colto Standard Specifications for Road and Bridge Works, General Conditions of Contract (GCC & FIDIC), Departmental technical standards 7 code of procedures. Knowledge of legislation and policies related to the field or line of work. Skills: Strategic capability and leadership skills. Problem solving and analysis. Creativity, Financial management, customer focus and responsiveness communication, computer, negotiation, conflict management and change management skills. Planning and organising skills. Extensive experience in planning management and execution of roads construction projects will be an added advantage.

DUTIES

: Manage overall programming, budgeting, and reporting of capital projects. Manage, coordinate and oversee the implementation of construction of Departmental Roads Infrastructure /Capital Projects. Monitor project management efficiencies according to organizational goals to direct and indirect services for the attainment of organizational objectives. Provide project management support. Render Occupational health and safety service. Manage and maintain the construction of the roads in the regions. Manage construction standards. Manage construction quality assurance. Ensure that project standards, specifications and service levels according are set to departmental objectives to ensure optimum operational availability. Oversee the management of construction management guidelines, processes, standards and strategies. Identify construction trends and opportunities for businesses processes improvement. Approves recommendations for changes and improvements to existing construction management guidelines, standards, policies and procedures. Oversee implementation of guidelines, standards, policies, procedures and strategies and related prescripts. Ensure the development and implementation of support tools. Monitor the implementation of compliance and applicable policies and legislation. Ensure the implementation of sound effective and efficient internal control system. Manage Resources (Human, Finance, Asset, Equipment etc).

ENQUIRIES

: Mr. Mmaphuti Mokobane Tel No: (011) 355 7349

**PROVINCIAL ADMINISTRATION: LIMPOPO
DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT**

Limpopo Department of Agriculture and Rural Development is an equal opportunity, affirmative action employer with clear employment equity targets. Applications are hereby invited for the filling of the vacant posts, which exist in the Limpopo Department of Agriculture and Rural Development. Women and people with disabilities are encouraged to apply.

APPLICATIONS

: Applicants using electronic format must quote the relevant reference number on the application and apply on the following website: <https://erecruitment.limpopo.gov.za> and applicants submitting applications in a printed hard copy (manual or hand delivery) must quote the relevant reference number on the application and forward to the below addresses.

For Head office: Polokwane, LDARD, Mokopane Laboratory, Makhado Laboratory; Towoomba Research Centre; Mara Research Centre; Haartebees; Tompi Seleka College and Madzivhandila College: The Head of Department, Limpopo Department of Agriculture and Rural Development, Private Bag X9487, Polokwane, 0700 or hand delivered to: Office 48, Temo Towers Floor 2, 67/69 Biccarr Street, Polokwane, 0699.

Mopani District: The Director Mopani District Limpopo Department of Agriculture and Rural Development, Private Bag X577, Giyani, 0826 or hand delivered to: Old Parliamentary Building, Giyani, 0826.

Waterberg District: The Director Waterberg District Limpopo Agriculture and Rural Development, Private Bag X1048, Modimolle, 0510 or hand delivered to: NTK Building, Modimolle, 0510.

Capricorn District: The Director: Capricorn District, Limpopo Department of Agriculture and Rural Development, Private Bag X28, Chuenespoort, 0745 or hand delivered to: Block 28 Next to Traffic Government offices: Lebowakgomo.

Sekhukhune District: The Director: Sekhukhune District, Limpopo Department of Agriculture and Rural Development, Private Bag X01, Chuenespoort, 0745 or hand delivered to: Block 27 Next to Traffic Government offices: Lebowakgomo.

Vhembe District: The Director: Vhembe District, Limpopo Department of Agriculture and Rural Development, Private Bag X2247, Sibasa, 0970 or Physical address: Handed in at Makwarela Government offices.

CLOSING DATE

: 01 August 2025

NOTE

: It is compulsory for the applicant to complete all the mandatory fields of the E-recruitment System. Once all the fields in an E-recruitment System are completed, the applicant shall confirm that they understand that by applying electronically, they agree that all the information presented is true, correct, and legally binding. All applications submitted through an electronic format shall be accepted as the final application and may not be amended or supplemented in any way after the closing date indicated in the advertisement. Applicants submitting applications in a printed hard copy (manual or hand delivery) must utilize the most recent Z83 application for employment form as issued by the Minister for the Public Service and Administration in line with Regulation 10 of the Public Service Regulation, 2016, as amended, failure to do so will result in disqualification. The Z83 form must be completed in a manner that provides sufficient information about the candidate and the post he or she applies for by completing all relevant fields. The declaration must be signed in order for an applicant to be considered. The following must be considered in relation to the completion of the new Z83 form by the applicants: All the fields in Parts A, B, C, and D must be completed. In Part B, all fields must be completed in full except the following; South African applicants need not provide passport numbers, If an applicant responds "no" to the question "Are you conducting business with the State or are you a Director of a Public or Private Company conducting business with the State?" then the answer to the next question "In the event that you are employed in the Public Service, will you immediately relinquish such business interests?" can be left blank or indicated as not applicable. A "not applicable" or blank response will be allowed on the question "if your profession or occupation requires official registration, provide date and particulars of registration", if you are not in possession of such registration. Noting there is limited space provided for Part E, F & G, applicants often indicate "refer to Curriculum Vitae (CV) or see attached", this is acceptable as long as the CV has been attached and provides the required information. If the information required is not provided in the CV, the applicant may be disqualified. It must be noted that a CV is an extension of the application of employment Z83, and applicants are accountable for the information that is provided therein. The question related to conditions that prevent re-appointment under Part F must be answered (Applicants currently employed by the public service do not need to complete the section). The application must include only completed and signed Z83 form and a recently updated

comprehensive CV (with detailed previous experience). Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the date of the interview date. The applicant may submit additional information separately where the space provided on z83 form is not sufficient. Applicants who apply for more than one position are requested to submit separate applications for each position they wish to apply for. Correspondence will be limited to short-listed candidates only due to the large number of applications we envisage to receive and if you have not heard from us within 90 days of the closing date, please accept that your application has been unsuccessful. However, should there be any dissatisfaction, applicants are hereby advised to, within 90 days, request reasons from the Department for any administrative action which has adversely affected them in terms of section 5(1)(2) of the Promotion of Administrative Justice Act 3 of 2000. By virtue of applying, you are consenting that the department subject you to personnel suitability checks e.g. the verification of educational qualifications, previous experience, citizenship, reference checks, financial checks and security vetting. Candidates with foreign qualifications are advised to attach SAQA accreditation of their qualifications. As per DPSA directive on human resources management and development for public service professionalization volume 1, "All shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One must be a practical exercise, and the other must be an Integrity (Ethical Conduct) Assessment". Successful incumbents will be expected to sign a performance agreement within three months of the assumption of duty and be required to disclose their financial interest in accordance with the prescribed regulations. Failure to comply with the above requirements will result in the disqualification of the application. The Department reserves the right not to make any appointment for the advertised posts. The employment decision shall be made by the Employment Equity Plan for the Department. Note: Due to austerity measures, the department will not carry any related costs (transport, accommodation, and meals) for candidates attending interviews.

OTHER POSTS

<u>POST 24/39</u>	:	<u>DEPUTY DIRECTOR: LANDCARE AND LANDUSE MANAGEMENT (X4 POSTS)</u>
<u>SALARY</u>	:	R1 059 105 per annum (Level 12), all-inclusive package to be structured in accordance with MMS dispensation.
<u>CENTRE</u>	:	Sekhukhune District Ref No: LDARD 1/6/2025 (X1 Post) Mopani District Ref No: LDARD 2/6/2025 (X1 Post) Waterberg District Ref No: LDARD 3/6/2025 (X1 Post) Capricorn District Ref No: LDARD 4/6/2025 (X1 Post)
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate (NQF Level 7) undergraduate qualification in Environmental Science / B Agricultural Management or equivalent appropriate tertiary qualification as recognised by SAQA. Five (5) years post qualification experience of which three (3) must be Assistant Director level within Natural Resource Management. A valid driver's licence (with the exception of people with disabilities). Knowledge, Competencies and Skills: Sound knowledge and understanding of engineering legislation and policy frameworks. Sound knowledge and understanding project management Knowledge in surveying and designing all engineering types of projects e.g. contours, waterways, stock watering systems. Knowledge of computer. Determine the potential of soils for irrigation.
<u>DUTIES</u>	:	Manage and control the planning and design of conservation structures in compliance with environmental and conservation legislations. Coordination of projects. Manage and control the prescribed administration of financial aid schemes with regard to the conservation of natural resources and implementation of norms and standards as prescribed by DAFF. Manage and control extension services on land care. Study technological advances and best practices in order to perform land care functions according to the required standards. Coordinate agricultural risk and disaster management. Provide recommendations on applications for rezoning and sub-division of agricultural land.
<u>ENQUIRIES</u>	:	Sekhukhune District: Ms. Laka MA Tel No: (015) 632 7000 or Ms. Mphahlele RS Tel No: (015) 632 7000 Mopani District: Ms. Malatji MA and Matlou MT Tel No: (015) 811 9837 or Tel No: (015) 811 1189 Waterberg District: Mr. Matjiu SK Tel No: (014) 717 4949 or Ms. Kekana RM Tel No: (014) 717 1324. Capricorn District: Ms. Sebatjane LD Tel No: (015) 632 8609 or Ms. Moeti M Tel No: (015) 632 8619

<u>POST 24/40</u>	:	<u>DEPUTY DIRECTOR: RURAL DEVELOPMENT COORDINATION REF NO: LDARD 5/6/2025 (X1 POST)</u>
<u>SALARY</u>	:	R1 059 105 per annum (Level 12), all-inclusive package to be structured in accordance with MMS dispensation.
<u>CENTRE REQUIREMENTS</u>	:	Head Office: Polokwane
	:	Grade 12 plus an appropriate (NQF level 7) undergraduate qualification in Agriculture/ Community Development or equivalent appropriate tertiary qualification as recognized by SAQA. Five (5) years' experience within Community Facilitation of which three (3) must be Assistant Director level. A valid driver's licence (with the exception of people with disabilities). Knowledge, Competencies and Skills: Extensive knowledge and understanding of Public Service Act, Public Service Regulations, Relevant DPSA Prescripts. Extensive knowledge of Land & Agrarian Reform Policies. Ability to source and analyse information. Organisational Communication Effectiveness. Problem Analysis. Self-Management. Budgeting and Financial Management. Customer Focus and Responsiveness. Developing Others. Planning and Organising skills. Problem Solving and Decision-Making. Project Management. Team Leadership.
<u>DUTIES</u>	:	To provide Coordination and facilitation of Rural Development Strategy in the Province. Facilitate stakeholder engagement for Post settlement support. Facilitate and coordinate Agri Parks initiatives. Coordinate District Development Models (DDM). Facilitate Military Veterans. Coordinate all CRDP projects with DALRRD.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/41</u>	:	<u>STATE VETERINARIAN: ANIMAL DISEASE CONTROL AND EPIDEMIOLOGY REF NO: LDARD 6/6/2025 (X1 POST)</u>
<u>SALARY</u>	:	R896 436 per annum (Level 11), all-inclusive package to be structured in accordance with MMS dispensation.
<u>CENTRE REQUIREMENTS</u>	:	Head Office: Polokwane
	:	Grade 12 plus an appropriate (NQF level 7) undergraduate qualification in BVSc or BVMCh as recognized by SAQA. One (01) to Two (02) years' experience in the related field. A valid driver's licence (with the exception of people with disabilities). Knowledge, Competencies and Skills: Sound and in-depth knowledge of relevant Acts, Regulations, policies, and understanding of the legislative framework governing the Public Service. Excellent in-depth knowledge of the transmission of important animal diseases, both locally and internationally. Excellent in-depth knowledge of animal production systems and animal disease prevention strategies and methodologies. Excellent in-depth knowledge of animal disease containment, control and eradication strategies and methodologies. Good knowledge of relevant legislation and policies. Knowledge of policy making procedures. Knowledge of the operation of the agricultural sector. Knowledge of the interdependence of industries within the agricultural sector. Strategic capability & Leadership. Program and project Management skills. Change Management skills. Communication skills. Conflict Management skills. Policy analysis skills. Report writing skills.
<u>DUTIES</u>	:	Coordinate the management of the sub-directorate Epidemiology as a State Veterinarian through Veterinary Epidemiology and animal health risk assessment. Provision of veterinary epidemiology services to Limpopo Veterinary Services. To optimise animal disease prevention and control in the Limpopo Province utilising various strategies. Coordinate and develop veterinary strategy, policy, and legislation for disease prevention, surveillance, and control. To perform all administrative and related functions. Keep up to date with regards to the applicable prescripts, policies, procedures, technologies and new developments to be able to render an efficient and effective Animal Health support service. Manage and utilise resources (human and physical) in accordance with relevant directives and legislation.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/42</u>	:	<u>DEPUTY DIRECTOR: RISK, ANTI-CORRUPTION AND INTEGRITY MANAGEMENT REF NO: LDARD 7/6/2025 (X1 POST)</u>
<u>SALARY</u>	:	R896 436 per annum (Level 11), all-inclusive package to be structured in accordance with MMS dispensation.
<u>CENTRE</u>	:	Head Office: Polokwane

<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate (NQF level 6) undergraduate qualification in Risk Management / Auditing or equivalent appropriate tertiary qualification as recognized by SAQA. Five (5) years' experience within Enterprise Risk Management of which three (3) must be Assistant Director level. A valid driver's licence (with the exception of people with disabilities). Knowledge, Competencies and Skills: Sound and in-depth knowledge of relevant prescripts, and application of Risk Management, Business Continuity and Ethics Management as well as understanding of the legislative framework governing the Public Service and standards for good practice (King IV, The International Organization for Standardization (ISO). Experience of, and insight into legislation which impacts on risk management. Proven extensive experience in: Integrating, embedding and implementing effective Risk, Business Continuity and Ethics Management processes and best practices. Extensive knowledge of the following: Business Continuity and Ethics Management processes and implementation. Proven management competencies and experience. Action-oriented and results-driven. Ability to work in a highly pressured environment and driven by a sense of urgency to meet deadlines. Provide expertise, counsel and advocacy in. Thorough understanding of policy formulation and co-ordination and implementation. Core Competencies: Strategic capability and leadership. People Management and empowerment. Programme and project management. Financial Management. Change management. Process competencies: Knowledge Management. Service delivery innovation. Problem solving analysis. Client orientation and customer focus. Communications. Personal Attributes: Responsiveness. Pro-activeness. Professionalism. Accuracy. Flexibility. Independent. Co-operative. Team player. Supportive. Willing to work under changing and difficult circumstances.
<u>DUTIES</u>	:	Develop and monitor the implementation of Risk and Integrity Management Programmes. Develop, monitor and analyse Risk Management Reports. Manage Integrity, Remunerative Work Outside Public Service (RWOPS) and Lifestyle Audits Reports. Manage, co-ordinate, monitor and facilitation of committees. Manage, Conduct Education and Awareness Campaign on Risk, Integrity and Business Continuity Management. Manage and utilise resources (Financial, Human, And Physical) in accordance with relevant directives and legislation.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/43</u>	:	<u>GIS PROFESSIONAL GRADE A REF NO: LDARD 8/6/2025 (X1 POST)</u>
<u>SALARY</u>	:	R761 157 per annum, (OSD), all-inclusive package to be structured in accordance with individual needs.
<u>CENTRE</u>	:	Head Office: Polokwane
<u>REQUIREMENTS</u>	:	Grade 12 plus an undergraduate 4-year B degree (NQF Level 7) qualification in GISc or appropriate tertiary qualification as recognized by South African Qualifications Authority (SAQA) in GISc. Three (03) years post qualification GISc professional experience required. Current registration with South African Geomatics Council (SAGC) formerly known as PLATO is compulsory. Valid driver's license (with the exception of the people with disabilities). Knowledge, Competencies and Skills: Technical: Programme and project management. GIS, legal and operational compliance and GIS Implementation. Standards development. Policy formulation. GIS operational communication. Process knowledge and skills. Maintenance skills and knowledge. Mobile equipment operating skills. Systems skills. Spatial modelling design and analysis knowledge. Research and development. GIS applications. Creating high performance culture. Technical consulting. Professional judgment. Accountability. Generic: Strategic management and direction. Problem solving and analysis. Decision making. Team leadership. Analytical skills. Creativity. Self-management. Financial management. Customer focus and responsiveness. Communication and listening skills. Computer skills. Delegation and development of others. Planning, organising and execution. Ability to manage conflict. Language proficiency. Knowledge management. Negotiation skills and Change management.
<u>DUTIES</u>	:	Provide GISc to support institutional decision making. Policy making and institutional strategic guidance. Conduct Research. Project and Financial Management.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.

<u>POST 24/44</u>	:	<u>CANDIDATE ENGINEER (X4 POSTS)</u> Appointment on a limited period (contract) not exceeding forty-eight (48) consecutive months for purpose of meeting statutory requirements for professional Engineering Council for South Africa (ECSA) registration.
<u>SALARY</u>	:	R761 157 per annum, (OSD), all-inclusive package to be structured in accordance with individual needs.
<u>CENTRE</u>	:	Mopani District Ref No: LDARD 9/6/2025 (X1 Post) Sekhukhune District Ref No: LDARD 10/6/2025 (X1 Post) Vhembe District Ref No: LDARD 11/6/2025 (X1 Post) Waterberg District Ref No: LDARD 12/6/2025 (X1 Post)
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate degree (B Eng/ BSC(Eng) qualification in Engineering or appropriate tertiary qualification in Engineering as recognized by SAQA. Current Registration with Engineering Council for South Africa (ECSA) as an Engineer in training is compulsory upon appointment. Valid driver's license (with the exception of the applicants with disabilities). Knowledge, Competencies and Skills: Technical: Project Management. Engineering design and analysis knowledge. Research and Development. Computer-aided Engineering applications. Knowledge of legal Compliance. Technical report Writing Networking. Generic: Decision making. Teamwork. Analytical skills. Creativity. Self-management. Customer focus and responsiveness. Communication. Computer skills. Planning and organising. Problem solving and analysis.
<u>DUTIES</u>	:	Design new systems to solve practical engineering problems (challenges) and improve efficiency and enhance safety. Office administration. Research and development.
<u>ENQUIRIES</u>	:	Mopani District: Ms. Malatji MA and Matlou MT Tel No: (015) 811 9837 or Tel No: (015) 811 1189 Sekhukhune District: Ms. Laka MA Tel No: (015) 632 7000 or Ms. Mphahlele RS Tel No: (015) 632 7000. Vhembe District: Mamburu TD Tel No: (015) 963 2005 or Rathogwa MM Tel No: (015) 963 2007. Waterberg District: Mr. Matjiu SK Tel No: (014) 717 4949 or Ms. Kekana RM Tel No: (014) 717 1324.
<u>POST 24/45</u>	:	<u>QUALITY ASSURANCE MANAGER REF NO: LDARD 13/6/2025 (X1 POST)</u> (Twelve months fixed term contract)
<u>SALARY</u>	:	R582 444 per annum (Level 10)
<u>CENTRE</u>	:	Madzivhandila College
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate (NQF Level 8) postgraduate qualification and Professional Qualification in Education or equivalent appropriate tertiary qualification as recognised by SAQA. Qualification in Agriculture will be an added advantage. A minimum of 3-5 years appropriate management experience. A valid driver's licence (with the exception of people with disabilities). Knowledge, Competencies and Skills: Knowledge in policy formulation, interpretation and implementation. Knowledge of all relevant legislative frameworks governing Education and Training Institutions. Sound knowledge of quality assurance. Planning & Organizing skills. Formal training and presentation skills. Computer proficiency skills will be tested. Relevant quality assurance certification.
<u>DUTIES</u>	:	To manage all Agricultural Training Institute (ATI) policies. To ensure total quality assurance systems and procedures. To coordinate accreditation processes with Council of Higher Education (CHE). Ensure accountability on quality planning. Ensure compliance with the accreditation requirements linked to curriculum and staff development. Coordinate all ATI committees and partnerships. Perform and oversee administrative and related functions.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/46</u>	:	<u>ASSISTANT DIRECTOR: RURAL DEVELOPMENT FACILITATION AND SUPPORT SERVICES (X2 POSTS)</u>
<u>SALARY</u>	:	R582 444 per annum (Level 10)
<u>CENTRE</u>	:	Capricorn District Ref No: LDARD 14/6/2025 (X1 Post) Sekhukhune District Ref No: LDARD 15/6/2025 (X1 Post)
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate (NQF level 8) postgraduate qualification in Agriculture or equivalent appropriate tertiary qualification as recognized by SAQA. A minimum of three (3) years relevant experience at supervisory level in the Agricultural Advisory environment. A valid driver's license (with the exception of people with disabilities). Knowledge, Competencies and Skills: Extensive knowledge and understanding of Public Service Act, Public Service

		Regulations, Relevant DPSA Prescripts, Division of Revenue Act, Public Finance Management Act, Land Redistribution for Agricultural Development Policy, Land Reform Act, 1997 (Act 3 of 1997), Policies and Strategies: APAP, RAAVC, Limpopo Development Plan, National Policy on Comprehensive Producer Development Support. Project management skills, Computer literacy (Excel Spreadsheets, Power Point and Microsoft Word), Responsiveness; Pro-activeness; Professionalism; Accuracy; Flexibility; Independent; Co-operative; Team player; Supportive; Flexible; Willing to work under changing and difficult circumstances. Strategic capability and leadership, People Management and empowerment, Programme and project management, Financial Management Change management. Knowledge Management, Service delivery innovation, problem solving analysis, client orientation and customer focus, communication.
<u>DUTIES</u>	:	Coordinate and conduct social facilitation and participatory community development processes. Facilitate skills development. Facilitate co-operation between communities and public and private sector organizations. Sensitize rural communities on rural development initiatives. Conduct household profiling services. Provide post settlement support services. Establish and strengthen existing institutions for socio-economic development. Intergovernmental coordination municipalities, provincial and national departments.
<u>ENQUIRIES</u>	:	Capricorn District: Ms. Sebatjane LD Tel No: (015) 632 8609 or Ms. Moeti M Tel No: (015) 632 8619 Sekhukhune District: Ms. Laka MA Tel No: (015) 632 7000 or Ms. Mphahlele RS Tel No: (015) 632 7000
<u>POST 24/47</u>	:	<u>ASSISTANT DIRECTOR: EXTENSION AND ADVISORY SERVICES REF NO: LDARD 16/6/2025 (X1 POST)</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R582 444 per annum (Level 10) Vhembe Far North Grade 12 plus an appropriate (NQF level 8) postgraduate qualification in Agriculture/ Crop Production or equivalent appropriate tertiary qualification as recognized by SAQA. A minimum of 3 years relevant experience at Supervisory level in Extension and Advisory Services. Current registration with a professional body e.g. South African Council for Natural Scientific Professions (SACNASP) is compulsory. A Valid driver's license (with the exception of people with disabilities). Knowledge, Competencies and Skills: Extensive knowledge in agricultural advisory. Knowledge of production planning and management. Knowledge of Public Service Legislation. IDPS, PGDS and CASPJ extension norms and standards. Report writing skills, Computer skills, Problem solving skills, Analytical skills, and ability to communicate with stakeholders at all levels. Knowledge of new agricultural technology and agricultural technical knowledge. Knowledge of project monitoring and evaluation. Knowledge of planning and organising, Facilitation skills. Networking skills and knowledge of other agricultural programmes, e.g. CASP, Letsema, Extension Recovery Plan (ERP), Land care and Fetsa Tlala. Language proficiency will be tested. Thorough knowledge report writing, problem solving, decision making, communication, computer literacy, presentation. Management and financial, Goal driven, Dedicated, Assertiveness, well discipline, conflict management, leadership development, teamwork and good communication.
<u>DUTIES</u>	:	Provide leadership and allocate responsibilities ties to the extension and advisory personnel in the service center. Ensure the provision of institutional and technical support to all Agricultural programmes. Ensure technical support to poverty alleviation programmes, food, security, youth, disabled, woman, emerging and commercial farmers. Monitoring and evaluation of extension and advisory personnel (All personnel in service centre) in relation to the planned programmes. coordinates linkages with stakeholders.
<u>ENQUIRIES</u>	:	Mammburu TD Tel No: (015) 963 2005/ Rathogwa MM Tel No: (015) 9632007
<u>POST 24/48</u>	:	<u>CONTROL AGRICULTURAL RESOURCE TECHNICIAN REF NO: LDARD 17/6/2025 (X1 POST)</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R582 444 per annum (Level 10) Mopani North Grade 12 plus an appropriate (NQF level 6) undergraduate qualification in Engineering or equivalent appropriate tertiary qualification as recognised by SAQA. Current registration with the Engineering Council of South Africa (ECSA) is compulsory. A minimum of 6 years appropriate experience. A Valid driver's license (with the exception of people with disabilities). Knowledge, Competencies and Skills: Knowledge in surveying and design of all engineering types of projects (contours, waterways, stock watering systems, irrigation systems, subsurface draining systems, water run off control,

		conservation farm planning and the design of animal housing). Knowledge of spreadsheets, computerized and/or farm planning. Good Labour relations. Good interpersonal skills. Capacity building within communities. Determine the potential of soils for irrigation.
<u>DUTIES</u>	:	Manage and control the planning and design of conservation structures in compliance with environmental and conservation legislation. Co-ordination of projects (including inter alia projects funded by Land Care and CASP). Manage and control the prescribed administration of financial aid schemes (e.g. the soil conservation subsidy scheme) with regard to the conservation of natural resources and the implementation of norms and standards as prescribed by the National Department of Agriculture. Manage and control extension services on land care. Keep up to date with regard to the applicable prescripts, policies, procedures, technologies and new developments to be able to render an efficient and effective technical service. Perform administrative and related functions.
<u>ENQUIRIES</u>	:	Ms. Malatji MA and Matlou MT Tel No: (015) 811 9837 or Tel No: (015) 811 1189.
<u>POST 24/49</u>	:	<u>SENIOR AGRICULTURAL ECONOMIST: AGRO-PROCESSING AND VALUE ADDITION SERVICES REF NO: LDARD 18/6/2025 (X1 POST)</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R582 444 per annum (Level 10)
	:	Head Office: Polokwane
	:	Grade 12 plus an appropriate (NQF Level 8) postgraduate qualification in Agriculture with Agricultural Economics / Agribusiness as a major subject or equivalent appropriate tertiary qualification as recognised by SAQA. Three (3) years relevant experience required Agri-business. Valid driver's licence (with the exception of people with disabilities). Knowledge, Competencies and Skills: Knowledge of people management skills. Knowledge of PFMA and financial management. Practical experience in the use of Microsoft Excel, Microsoft word, power point presentations. Good communication and presentations skills, Knowledge of economic and financial statements. Analytical techniques. Conduct in depth research of developments/ patterns/ trends in agricultural sector. Conduct municipality area situational analysis to complete sector and/ or commodity specific profiles. Identify gaps/ threats and opportunities with impact to the sector and/ or farmers. Facilitate access to market and finance for farmers. Provide agricultural economic/ agribusiness advice to internal and external stakeholders. Develop Agribusinesses/ projects planning. Implementation and monitoring of departmental development programmes such as RAAVC, Agri BEE, Agro-processing and value chain. Assist farmers with certification e.g. SAGAP, and participation on Local Municipality economic development planning forums.
<u>DUTIES</u>	:	Conduct in depth research of developments/ patterns/ trends in agricultural sector. Conduct municipality area situational analysis to complete sector and/ or commodity specific profiles. Identify gaps/ threats and opportunities with impact to the sector and/ or farmers. Facilitate access to market and finance for farmers. Provide agricultural economic/ agribusiness advice to internal and external stakeholders. Develop Agribusinesses/ projects planning. Implementation and monitoring of departmental development programmes such as RAAVC, Agri BEE, Agro-processing and value chain. Assist farmers with certification e.g. SAGAP, and participation on Local Municipality economic development planning forums.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/50</u>	:	<u>SENIOR AGRICULTURAL ADVISOR: EXTENSION AND PARTNERSHIP REF NO: LDARD 19/6/2025 (X1 POST)</u> (Twelve months fixed term contract)
<u>SALARY CENTRE REQUIREMENTS</u>	:	R468 459 per annum (Level 09)
	:	Madzivhandila College
	:	Grade 12 plus an appropriate (NQF Level 8) postgraduate qualification in Agriculture or equivalent appropriate tertiary qualification as recognised by SAQA. A minimum of 3 years proven relevant experience in implementing Agricultural programmes. Current registration with a South African Council Natural Scientific Professions National professional body (SACNASP) or other applicable and recognised statutory body is compulsory. Valid driver's licence (with the exception of people with disabilities). Knowledge, Competencies And Skills: Knowledge of extension methodology; Understanding of governmental service delivery environment, teamwork, PFMA and LRA, Community Development, IDPs, PGDS, CASP, Land-care, Land Reform Crop and Animal Conflict Resolution, Management Knowledge, Knowledge of Policy interpretation, Supervisory and management skills, Knowledge of Project planning and Management, Extension and Advisory skills, Leadership skills, Knowledge of Financial Management, Advanced communication/presentation skills, Report Writing Skills, Computer literacy with emphasis to MS Word, MS Power point and MS Excel.
<u>DUTIES</u>	:	Render scientific and technical advice to internal and external clients under mentorship to ensure sustainable development. Provide technical support in terms of planning, advice and after-care for organized agriculture and other agricultural stakeholders. Provide technical support on Government funded projects such as CASP and LRAD and also assist with planning, advice and

		after-care. Promote sustainable production of Agricultural products; Involvement in research activities under guidance of seniors. Perform administrative and related functions. Keep up to date with regard to the applicable prescripts, policies, procedures, technologies and new developments to be able to render efficient and effective extension services.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/51</u>	:	<u>LAND USE PLANNER (X3 POSTS)</u>
<u>SALARY CENTRE</u>	:	R468 459 per annum (Level 09)
	:	Sekhukhune District Ref No: LDARD 20/6/2025 (X1 Post)
	:	Mopani District Ref No: LDARD 21/6/2025 (X1 Post)
	:	Waterberg District Ref No: LDARD 22/6/2025 (X1 Post)
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate (NQF Level 6) undergraduate qualification in Urban Planning / Geography or equivalent appropriate tertiary qualification as recognized by SAQA. A minimum of Three (03) to Four (04) years' experience in land use or urban planning related field. A valid driver's licence (with exception of people with disabilities). Knowledge, Competencies, And Skills: Proficiency in GIS and planning software. Strong understanding of zoning laws and environmental regulations. Excellent written and verbal communication skills. Ability to analyze complex data and present findings clearly. Experience with public speaking and community engagement. Strong organizational and project management skills. Knowledge of sustainable development practices. Public Service Regulations. Knowledge of Public Finance Management Act. Project Management skills. Developing Planning Skills. Problem Solving Skills. Community engagement skills. Communication Skills. Decision Planning Skills. Leadership and Management Skills. Conflict Management Skills. Report Writing Skills. Knowledge of Computer applications. Experience with technology and software. Problem-solving skills. Customer service skills. Knowledge of Batho Pele Principles.
<u>DUTIES</u>	:	Develop and implement land use plans and zoning regulations. Conduct site analysis and feasibility studies. Collaborate with government agencies, developers, and stakeholders. Prepare reports, maps, and presentations for public hearings. Evaluate environmental, economic, and social impacts of land use proposals. Ensure compliance with local, state, and federal regulations. Facilitate community engagement and public input sessions. Monitor and update comprehensive plans and land use policies. Advice on land development applications and permits. Use GIS and other planning tools for spatial analysis.
<u>ENQUIRIES</u>	:	Mopani District: Ms. Malatji MA and Matlou MT Tel No: (015) 811 9837 or Tel No: (015) 811 1189 Sekhukhune District: Ms. Laka MA Tel No: (015) 632 7000 or Ms. Mphahlele RS Tel No: (015) 632 7000. Waterberg District: Mr. Matjiu SK Tel No: (014) 717 4949 or Ms. Kekana RM Tel No: (014) 717 1324.
<u>POST 24/52</u>	:	<u>ASSISTANT DIRECTOR: HUMAN RESOURCE TRAINING AND DEVELOPMENT REF NO: LDARD 23/06/2025 (X1 POST)</u>
<u>SALARY CENTRE</u>	:	R468 459 per annum (Level 09)
<u>REQUIREMENTS</u>	:	Head Office: Polokwane Grade 12 plus an appropriate (NQF Level 6) undergraduate qualification in Human Resource Development/Management /Public Management/ Administration or equivalent appropriate tertiary qualification as recognized by SAQA. PERSAL Training Certificate. A minimum of 3-5 years' relevant working experience in Human Resource Development, Skills Development, and Training. A valid driver's license (with the exception of people with disabilities). Knowledge, Competencies and Skills: Sound and in-depth knowledge of relevant prescripts and understanding of the legislative framework governing the Public Service Act, Public Service Regulations, Labour Relations Act, Public Finance Management Act, Experience of, and insight into legislation which impacts on human resource development. Negotiation Skills. People Management. Financial Solving Planning & Organizing. Time Management. Strategic Planning. Policy Analysis and Development. Good Communication Skills. Group dynamics. Diversity Management. Facilitation Skills. Co-ordination Skills. Leadership Skills. Change and Knowledge Management.
<u>DUTIES</u>	:	Coordinate and facilitate skills programmes. Coordinate the implementation of Learnership/RPL, Internships, Experiential and Programs. Facilitate Administration of Bursaries. Provide Induction and Orientation Program. Manage and utilize resources (Human and Physical) in accordance with relevant directives and legislation.

<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587.
<u>POST 24/53</u>	:	<u>ASSISTANT DIRECTOR: HUMAN RESOURCE PLANNING AND INFORMATION REF NO: LDARD 24/6/2025 (X1 POST)</u>
<u>SALARY</u>	:	R468 459 per annum (Level 09)
<u>CENTRE</u>	:	Head Office: Polokwane
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate (NQF Level 6) undergraduate qualification in Human Resource Management/Public Management or equivalent appropriate tertiary qualification as recognized by SAQA. A minimum of 3-5 years' relevant working experience in Human Resource Planning and Information. A valid driver's licence (with the exception of people with disabilities). Knowledge, Competencies and Skills: Knowledge of HR Planning Prescripts; PFMA, Public Service Regulation and Guideline on integrated Human Resource Planning in the Public. Policy Analysis. Planning and organizing. Financial Management. Communication Skills. MAP. Computer literacy.
<u>DUTIES</u>	:	Coordinate the development and review of Human Resource Plan. Coordinate the development and review of Employment Equity Plan. Coordinate the development and review of Retention Strategy/Policy. Coordinate the achievement of 50% for women SMS and 4% for PWD's. Coordinate the implementation of the employee satisfaction survey and exit interviews. Maintain human resources and staff establishment information. Manage and utilize resources (Human and Physical) in accordance with relevant directives and legislation.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587
<u>POST 24/54</u>	:	<u>ASSISTANT DIRECTOR: FACILITIES AND RECORD MANAGEMENT REF NO: LDARD 25/6/2025 (X1 POST)</u>
<u>SALARY</u>	:	R468 459 per annum (Level 09)
<u>CENTRE</u>	:	Sekhukhune District
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate (NQF Level 6) undergraduate qualification in Public Management / Record Management or equivalent appropriate tertiary qualification as recognised by SAQA. A minimum of Three (3)- Five (5) years relevant experience in Facilities and Record Management. A valid driver's licence (with the exception of people with disabilities). Knowledge, Competencies and Skills: Management Knowledge. Policy interpretation, Knowledge of record management, Project Management, Leadership skills. Facility Management, Human Resource Management, Change Management, Communication skills and Computer literacy.
<u>DUTIES</u>	:	Facilitate the provision of records management, Facilitate registry, counter and messenger services. Facilitate facilities services. Manage and utilize resources (Human and Physical) in accordance with relevant directives and legislation.
<u>ENQUIRIES</u>	:	Ms. Laka MA Tel No: (015) 632 7000 or Ms. Mphahlele RS Tel No: (015) 632 7000.
<u>POST 24/55</u>	:	<u>ASSISTANT DIRECTOR: STRATEGIC PLANNING AND POLICY COORDINATION REF NO: LDARD 26/6/2025 (X1 POST)</u> Re-advertisement, those applied before need to re-apply.
<u>SALARY</u>	:	R468 459 per annum (Level 09)
<u>CENTRE</u>	:	Head Office: Polokwane
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate NQF 6 qualification in Public Management/ Public Administration or equivalent appropriate tertiary qualification as recognised by SAQA. A minimum Three (3)- Five (5) years' experience in Strategic Planning and Policy Coordination. A valid driver's licence (with exception of people with disabilities). Knowledge, Competencies and Skills: Sound and in-depth knowledge of relevant prescripts and understanding of the legislative framework governing the Public Service i.e Public Service Act, Public Service Regulations, Labour Relations Act, Public Finance Management Act, Medium Term Development Plan). Program and project Management skills. Financial Management skills. Change Management skills. Communication skills. Conflict Management. Responsiveness. Pro-activeness. Professionalism. Accuracy. Flexibility. Independent. Co-operative. Team player. Supportive. Willing to work under changing and difficult circumstances.
<u>DUTIES</u>	:	To facilitate the implementation of strategic planning and policy coordination. Facilitate the development of strategic, business and operational planning. Facilitate, consolidate and submit organizational performance reports.

		Alignment of strategic, business and operational planning. Facilitate the development, coordination and implementation of policies.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/56</u>	:	<u>GIS TECHNOLOGIST REF NO: LDARD 27/6/2025 (X1 POST)</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R453 576 per annum (OSD), all-inclusive package to be structured Head Office: Polokwane Grade 12 plus an appropriate undergraduate 3 to 4 years GIS degree qualification or equivalent appropriate relevant tertiary qualification as recognised by SAQA. A minimum of 3-year post qualification GISc Technologist experience. Current registration with PLATO is compulsory. A valid driver's licence (with the exception of people with disabilities). Knowledge, Competencies and Skills: Technical: Use science and Technology effectively and critically. Strong GIS skills with two or more GIS packages (e.g. ESRI). Analytical, Statistical and Mathematical skills. Project management. Programme and project management. Research and Development. Knowledge of legal Compliance. Technical report Writing. Creating high performance culture. Networking. Generic: Ability to solve Problems. Collect, organize and critically evaluate. Information. Organization and management skills. Work effectively with others as a member of a team. Communication Literacy. Computer skills. Planning, organizing and execution. Language Proficiency. Listening skills. Teamwork.
<u>DUTIES</u>	:	Develop and implement innovative GISc technology and applications. Technical functions. Maintain GISc unit effectiveness. Governance. Financial Management. People management. GIS Implementation. Conduct research and implement new GIS standards.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/57</u>	:	<u>AGRICULTURAL ECONOMIST (X5 POSTS)</u>
<u>SALARY CENTRE</u>	:	R397 116 per annum (Level 08) Vhembe West: Ref No: LDARD 28/6/2025 (X1 Post) Vhembe East Ref No: LDARD 29/6/2025 (X1 Post) Waterberg West Ref No: LDARD 30/6/2025 (X1 Post) Sekhukhune South Central Ref No: LDARD 31/6/2025 (X1 Post) Mopani West Ref No: LDARD 32/6/2025 (X1 Post)
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate (NQF level 8) postgraduate qualification in Agricultural Economics/Agribusiness or equivalent appropriate qualification as recognised by SAQA. A minimum of two (2) – three (3) years working experience in Agricultural Economist. Valid driver's license (with the exception of people with disabilities). Knowledge, Competencies, and Skills: Practical experience in the use of Microsoft Excel, Microsoft word, power point presentations. Good communication and presentations skills, Knowledge of economic and financial statements. Analytical techniques.
<u>DUTIES</u>	:	Assist with research of developments/patterns/trends in agricultural sector. Assist with municipal area situational analysis to complete sector and/ or commodity specific profiles. Assist with identification of gaps/ threats and opportunities with impact to the sector and/ or farmers. Assist with facilitation of access to market and finance for farmers. Assist with provision of agricultural economic/ agribusiness advice to internal and external stakeholders. Assist with the development of Agribusinesses/ projects planning. Assist with the implementation and monitoring of departmental development programmes such as RAAVC, AgriBEE, Agro-processing and value chain. Assist farmers with certification e.g., SAGAP, and participation in Local Municipality economic development planning forums.
<u>ENQUIRIES</u>	:	Vhembe District: Mammburu TD Tel No: (015) 963 2005 or Rathogwa MM Tel No: (015) 963 2007. Waterberg District: Mr. Matjiu SK Tel No: (014) 717 4949 or Ms. Kekana RM Tel No: (014) 717 1324. Mopani District: Ms. Malatji MA and Matlou MT Tel No: (015) 811 9837 or Tel No: (015) 811 1189 Sekhukhune District: Ms. Laka MA Tel No: (015) 632 7000 or Ms. Mphahlele RS Tel No: (015) 632 7000.
<u>POST 24/58</u>	:	<u>VETERINARY PUBLIC HEALTH OFFICER REF NO: LDARD 33/6/2025 (X1 POST)</u>
<u>SALARY</u>	:	R397 116 per annum (Level 08)

<u>CENTRE REQUIREMENTS</u>	:	Head Office: Polokwane
	:	Grade 12 plus an appropriate (NQF Level 6) undergraduate qualification in Animal Health / Environmental Health/ Veterinary Public Health or equivalent appropriate tertiary qualification as recognised by SAQA. One (1) – two (2) years' experience in Veterinary Services. Valid registration with the South African Veterinary Council. A valid driver's licence (with the exception of people with disabilities). Knowledge, Competencies and Skills: Excellent interpersonal, communication and negotiation skills. Time management. Thorough knowledge of Animal Diseases Act, 1984 (Act 35 of 1984). Thorough knowledge of Animal Identification Act, 2002 (Act 6 of 2002). Knowledge of Meat Safety Act, 2000 (Act 40 of 2000). Thorough knowledge of specific diseases control programmes and eradication schemes. Knowledge of the PFMA. Computer proficiency. Report writing skills.
<u>DUTIES</u>	:	Render a veterinary public health service in terms of the Meat Safety Act (Act 40/2000) and other relevant legislation. Ensure meat hygiene and food safety. Ensure legislative compliance through awareness campaigns, extension practices & law enforcement (to the public, existing & proposed clients regarding food safety). Ensure compliance with legislation, national & international export requirements (Individual export or district export facilities & international trade requirements). Perform administrative and related functions.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/59</u>	:	<u>VETERINARY TECHNOLOGIST REF NO: LDARD 34/6/2025 (X1 POST)</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R397 116 per annum (Level 08)
	:	Mokopane Laboratory
	:	Grade 12 plus an appropriate (NQF level 6) undergraduate qualification in Veterinary Technology or equivalent appropriate tertiary qualification as recognized by SAQA. Current registration with the South African Veterinary Council as Veterinary Technologist is compulsory. No experience required. Valid driver's license (with the exception of people with disabilities). Knowledge, Competencies and Skills: Proven interpersonal, negotiation & communication skills (verbal & written). Time management. Computer proficiency skills will be tested. Quality assurance, Reproduction, Parasitology, hygiene survey and Serology.
<u>DUTIES</u>	:	Render a Veterinary Laboratory Testing service. Populate data bases (e.g. LIMS) to provide veterinary statistics for national and international planning. Keep up to date with regard to the applicable prescripts, policies, procedures, technologies and new developments to be able to render an efficient and effective Veterinary Diagnostic laboratory service. Promotion of a safe laboratory environment.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/60</u>	:	<u>AGRICULTURAL ADVISOR: FARM MANAGEMENT REF NO: LDARD 35/6/2025 (X1 POST)</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R397 116 per annum (Level 08)
	:	Madzivhandila College
	:	Grade 12 plus an appropriate (NQF Level 8) postgraduate qualification in Agriculture (Animal Production) or equivalent appropriate tertiary qualification as recognised by SAQA. No experience required. Compulsory registration with a South African Council Natural Scientific Professions National professional body (SACNASP) or other applicable and recognised statutory body is compulsory. A valid driver's licence (with exception of people with disabilities). Knowledge, Competencies and Skills: Extensive knowledge of agricultural advisory. Knowledge of production planning and management. Knowledge of Public Service Legislation. IDPS, PGDS and CASP, extension norms and standards. Report writing skills, Computer skills, Problem solving skills, Analytical skills, and ability to communicate with stakeholders at all levels. Knowledge of new agricultural technology and agricultural technical knowledge. Knowledge of project monitoring and evaluation. Knowledge of planning and organising, Facilitation skills. Networking skills and knowledge of other agricultural programmes, e.g. CASP, Letsema, Extension Recovery Plan (ERP), Land care and Fetsa Tlala. Language proficiency will be tested.
<u>DUTIES</u>	:	To promote sustainable development in the agricultural sector through the application of the appropriate extension principles and methods. Provide technical support for organised agriculture and other agricultural stakeholders and assist in planning, advice, and aftercare support. Promote sustainable

		production of agricultural products. Determine the research needs of the area. Establish and enhance the relationship with clients (internal and external) stakeholders. Provide continuous support to ensure sustained production and quality improvement. Render scientific and technical advice to internal and external clients to ensure sustainable development. Conduct farmers' days, demonstrations, and information days to the farming communities. Conduct situational analysis to identify the real needs and facilitate the implementation of best practices and technology. Empower and build capacity of producers and commodity groups to ensure self-reliance. Provide advice on various subjects like crop production. Establish networks and linkages with all stakeholders, keep relevant databases up to date, such as farmers' databases. Compile and submit monthly and quarterly reports. Keep up to date regarding applicable prescripts, policies, procedures, and advisory technology services. Implement programmes such as CASP, Letsema, Land care.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/61</u>	:	<u>AGRICULTURAL ADVISOR (X10 POSTS)</u>
<u>SALARY CENTRE</u>	:	R397 116 per annum (Level 08)
	:	Capricorn South Ref No: LDARD 36/6/2025 (X1 Post)
	:	Capricorn North-Western Ref No: LDARD 37/6/2025 (X2 Posts)
	:	Vhembe Central Ref No: LDARD 38/6/2025 (X3 Posts)
	:	Vhembe West Ref No: LDARD 39/6/2025 (X1 Post)
	:	Vhembe Far North Ref No: LDARD 40/6/2025 (X1 Post)
	:	Waterberg North Ref No: LDARD 41/6/2025 (X1 Post)
	:	Mopani North Ref No: LDARD 42/6/2025 (X1 Post)
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate (NQF Level 8) postgraduate qualification in Agriculture or equivalent appropriate tertiary qualification as recognised by SAQA. No experience required. Compulsory registration with a South African Council Natural Scientific Professions National professional body (SACNASP) or other applicable and recognised statutory body is compulsory A valid driver's licence (with exception of people with disabilities). Knowledge, Competencies and Skills: Extensive knowledge of agricultural advisory. Knowledge of production planning and management. Knowledge of Public Service Legislation. IDPS, PGDS and CASP, extension norms and standards. Report writing skills, Computer skills, Problem solving skills, Analytical skills, and ability to communicate with stakeholders at all levels. Knowledge of new agricultural technology and agricultural technical knowledge. Knowledge of project monitoring and evaluation. Knowledge of planning and organising, Facilitation skills. Networking skills and knowledge of other agricultural programmes, e.g. CASP, Letsema, Extension Recovery Plan (ERP), Land care and Fetsa Tlala. Language proficiency will be tested.
<u>DUTIES</u>	:	To promote sustainable development in the agricultural sector through the application of the appropriate extension principles and methods. Provide technical support for organised agriculture and other agricultural stakeholders and assist in planning, advice, and aftercare support. Promote sustainable production of agricultural products. Determine the research needs of the area. Establish and enhance the relationship with clients (internal and external) stakeholders. Provide continuous support to ensure sustained production and quality improvement. Render scientific and technical advice to internal and external clients to ensure sustainable development. Conduct farmers' days, demonstrations, and information days to the farming communities. Conduct situational analysis to identify the real needs and facilitate the implementation of best practices and technology. Empower and build capacity of producers and commodity groups to ensure self-reliance. Provide advice on various subjects like crop production. Establish networks and linkages with all stakeholders, keep relevant databases up to date, such as farmers' databases. Compile and submit monthly and quarterly reports. Keep up to date regarding applicable prescripts, policies, procedures, and advisory technology services. Implement programmes such as CASP, Letsema, Land care.
<u>ENQUIRIES</u>	:	Vhembe District: Mammburu TD Tel No: (015) 963 2005 or Rathogwa MM Tel No: (015) 963 2007 Waterberg District: Mr. Matjiu SK Tel No: (014) 717 4949 or Ms. Kekana RM Tel No: (014) 717 1324 Mopani District: Ms. Malatji MA and Matlou MT Tel No: (015) 811 9837 or Tel No: (015) 811 1189 Capricorn District: Ms. Sebatjane LD Tel No: (015) 632 8609 or Ms. Moeti M Tel No: (015) 632 8619

<u>POST 24/62</u>	:	<u>AGRICULTURAL ADVISOR (X5 POSTS)</u> (Twelve months fixed term contract)
<u>SALARY CENTRE</u>	:	R397 116 per annum (Level 08), (plus 37% in lieu benefits per annum)
	:	Capricorn East Ref No: LDARD 43/6/2025 (X1 Post)
	:	Sekhukhune West Ref No: LDARD 44/6/2025 (X1 Post)
	:	Vhembe East Ref No: LDARD 45/6/2025 (X1 Post)
	:	Waterberg East Ref No: LDARD 46/6/2025 (X1 Post)
	:	Mopani East Ref No: LDARD 47/6/2025 (X1 Post)
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate (NQF Level 8) postgraduate qualification in Agriculture or equivalent appropriate tertiary qualification as recognised by SAQA. No experience required. Compulsory registration with a South African Council Natural Scientific Professions National professional body (SACNASP) or other applicable and recognised statutory body is compulsory A valid driver's licence (with exception of people with disabilities). Knowledge, Competencies and Skills: Extensive knowledge of agricultural advisory. Knowledge of production planning and management. Knowledge of Public Service Legislation. IDPS, PGDS and CASP, extension norms and standards. Report writing skills, Computer skills, Problem solving skills, Analytical skills, and ability to communicate with stakeholders at all levels. Knowledge of new agricultural technology and agricultural technical knowledge. Knowledge of project monitoring and evaluation. Knowledge of planning and organising, Facilitation skills. Networking skills and knowledge of other agricultural programmes, e.g. CASP, Letsema, Extension Recovery Plan (ERP), Land care and Fetsa Tlala. Language proficiency will be tested.
<u>DUTIES</u>	:	To promote sustainable development in the agricultural sector through the application of the appropriate extension principles and methods. Provide technical support for organised agriculture and other agricultural stakeholders and assist in planning, advice, and aftercare support. Promote sustainable production of agricultural products. Determine the research needs of the area. Establish and enhance the relationship with clients (internal and external) stakeholders. Provide continuous support to ensure sustained production and quality improvement. Render scientific and technical advice to internal and external clients to ensure sustainable development. Conduct farmers' days, demonstrations, and information days to the farming communities. Conduct situational analysis to identify the real needs and facilitate the implementation of best practices and technology. Empower and build capacity of producers and commodity groups to ensure self-reliance. Provide advice on various subjects like crop production. Establish networks and linkages with all stakeholders, keep relevant databases up to date, such as farmers' databases. Compile and submit monthly and quarterly reports. Keep up to date regarding applicable prescripts, policies, procedures, and advisory technology services. Implement programmes such as CASP, Letsema, Land care.
<u>ENQUIRIES</u>	:	Vhembe District: Mammburu TD Tel No: (015) 963 2005 or Rathogwa MM Tel No: (015) 963 2007 Waterberg District: Mr. Matjiu SK Tel No: (014) 717 4949 or Ms. Kekana RM Tel No: (014) 717 1324 Mopani District: Ms. Malatji MA and Matlou MT Tel No: (015) 811 9837 or Tel No: (015) 811 1189 Sekhukhune District: Ms. Laka MA Tel No: (015) 632 7000 or Ms. Mphahlele RS Tel No: (015) 632 7000 Capricorn District: Ms. Sebatjane LD Tel No: (015) 632 8609 or Ms. Moeti M Tel No: (015) 632 8619
<u>POST 24/63</u>	:	<u>ANIMAL HEALTH TECHNICIAN (X7 POSTS)</u>
<u>SALARY CENTRE</u>	:	R397 116 per annum (Level 08)
	:	Capricorn East Ref No: LDARD 48/6/2025 (X1 Post)
	:	Capricorn North-Western Ref No: LDARD 49/6/2025 (X1 Post)
	:	Sekhukhune West Ref No: LDARD 50/6/2025 (X1 Post)
	:	Vhembe East Ref No: LDARD 51/6/2025 (X1 Post)
	:	Vhembe Central Ref No: LDARD 52/6/2025 (X1 Post)
	:	Waterberg East Ref No: LDARD 53/6/2025 (X1 Post)
	:	Mopani East Ref No: LDARD 54/6/2025 (X1 Post)
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate (NQF level 6) undergraduate qualification in Animal Health or equivalent appropriate tertiary qualification as recognised by SAQA. No experience required. Current registration with the South African Veterinary Council as Animal Health Technician is compulsory. A valid driver's licence (with the exception of people with disabilities). Knowledge, Competencies, And Skills: Excellent interpersonal, communication and negotiation skills. Time management. Thorough knowledge of Animal Diseases Act, 1984 (Act 35 of 1984). Thorough knowledge of Animal Identification Act, 2002 (Act 6 of 2002). Knowledge of Meat Safety Act, 2000

		(Act 40 of 2000). Thorough knowledge of specific diseases control programmes and eradication schemes. Knowledge of the PFMA. Computer proficiency. Report writing skills.
<u>DUTIES</u>	:	To render an Animal Health Regulatory Support Service in terms of the Animal Health Diseases Act (Act 35/1984). Implement disease control measures. Render a support service to the State Veterinarian regarding animal disease control, reproduction and production advancement, sample collection and law enforcement. Assist in the provision of extension services on animal health to animal owners. Perform administrative and related functions, which would, inter alia, entail populating databases and compile and submit monthly and quarterly reports.
<u>ENQUIRIES</u>	:	Vhembe District: Mammburu TD Tel No: (015) 963 2005 or Rathogwa MM Tel No: (015) 963 2007 Waterberg District: Mr. Matjiu SK Tel No: (014) 717 4949 or Ms. Kekana RM Tel No: (014) 717 1324 Mopani District: Ms. Malatji MA, Matlou MT, Chaka NS and Hlungwani G Tel No: (015) 811 9837 or (015) 811 1189 Sekhukhune District: Ms. Laka MA Tel No: (015) 632 7000 or Ms. Mphahlele RS Tel No: (015) 632 7000 Capricorn District: Ms. Sebatjane LD Tel No: (015) 632 8609 or Ms. Moeti M Tel No: (015) 632 8619
<u>POST 24/64</u>	:	<u>EXAMINATION OFFICER REF NO: LDARD 55/6/2025 (X1 POST)</u> (Twelve months fixed term contract)
<u>SALARY</u>	:	R397 116 per annum (Level 08)
<u>CENTRE</u>	:	Madzivhandila College
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate (NQF level 6) undergraduate qualification in Public Administration or equivalent appropriate tertiary qualification as recognised by SAQA. A minimum of two (2) years appropriate experience. A valid driver's licence (with the exception of people with disabilities). Knowledge, Competencies, and Skills: Planning & organising skills. Formal training and presentation skills. Communication skills. Computer proficiency skills will be tested.
<u>DUTIES</u>	:	Oversee all aspects of examinations management within the college. Coordinate preparation of examination. Ensure current assessment regulations and conventions are adhered to. Supplying all the necessary stationery and materials related to exam. Prepare other necessary logistics for smooth running of examination. Maintain confidential records in respect of all aspects of the examination process.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/65</u>	:	<u>SENIOR PERSONNEL PRACTITIONER: HUMAN RESOURCE SERVICES (X2 POSTS)</u>
<u>SALARY</u>	:	R397 116 per annum (Level 08)
<u>CENTRE</u>	:	Sekhukhune District Ref No: LDARD 56/6/2025 (X1 Post) Capricorn District Ref No: LDARD 57/6/2025 (X1 Post)
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate (NQF level 6) undergraduate qualification in Human Resource Management/ Public Management/ Administration or equivalent appropriate tertiary qualification as recognized by SAQA. PERSAL training certificates. A minimum of 2-3 years' experience in Human Resource Management environment. Knowledge, Competencies and Skills: Knowledge and understanding of Regulations, Acts, Policies and procedures governing Public Service. Understanding of COIDA. Report writing skills. Facilitation skills. Co-ordination skills. Liaison skills. Networking skills. Computer skills. Good communication skills.
<u>DUTIES</u>	:	Provide human resource provisioning. Provide conditions of service. Provide human resource planning. Supervise subordinates and utilize resources (human and physical) in accordance with relevant directives and legislation.
<u>ENQUIRIES</u>	:	Ms. Laka MA Tel No: (015) 632 7000 or Ms. Mphahlele RS Tel No: (015) 632 7000
<u>POST 24/66</u>	:	<u>SENIOR ADMINISTRATIVE OFFICER: SUPPLY CHAIN & ASSET MANAGEMENT REF NO: LDARD 58/6/2025 (X1 POST)</u>
<u>SALARY</u>	:	R397 116 per annum (Level 08)
<u>CENTRE</u>	:	Capricorn District
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate (NQF level 6) undergraduate qualification in Logistics/ Public Management / Supply Chain Management or equivalent appropriate tertiary qualification as recognized by SAQA. A minimum of Two

		(02) to Three (03) years' experience in transport management, stores and warehousing and Asset Management services. A valid driver's licence (with the exception of people with disabilities). Knowledge, Competencies and Skills: Excellent interpersonal, communication and negotiation skills. Time management. Thorough knowledge of Treasury Regulation. Thorough knowledge of PPPFMA. Knowledge of the PFMA. Computer proficiency. Report writing skills.
<u>DUTIES</u>	:	Provide transport management services. Provide stores and warehousing services. Provide Asset Management. Supervise subordinates and utilize resources in accordance with relevant directives and legislations.
<u>ENQUIRIES</u>	:	Ms. Sebatjane LD Tel No: (015) 632 8609 or Ms. Moeti M Tel No: (015) 632 8619
<u>POST 24/67</u>	:	<u>SENIOR PERSONNEL PRACTITIONER: HR DEVELOPMENT AND TRANSFORMATION</u>
<u>SALARY CENTRE</u>	:	R397 116 per annum (Level 08)
	:	Mopani District Ref No: LDARD 59/6/2025 (X1 Post)
	:	Capricorn District Ref No: LDARD 60/6/2025 (X1 Post)
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate (NQF Level 6) undergraduate qualification in Human Resource Development / Management /Public management, Management of training, or equivalent tertiary qualification as recognized by SAQA. A minimum of Two (02) to Three (03) years' experience in HRD and Transformation. Knowledge, Competencies and Skills: Knowledge and understanding of legislative, Acts and policies that govern Public Service. Job Knowledge of relevant prescripts and applications of training, transformation and PMDS. Computer skills. Planning and organization. Language. Good verbal and written communication skills.
<u>DUTIES</u>	:	Provide Human Resource Development. Provide Performance Management Development System Services. Provide Service Delivery improvement services, Provide employee health and wellness programmes. Supervise subordinates and utilize resources in accordance with relevant directives and legislations.
<u>ENQUIRIES</u>	:	Mopani District: Ms. Malatji MA and Matlou MT Tel No: (015) 811 9837 or (015) 811 1189. Capricorn District: Ms. Sebatjane LD Tel No: (015) 632 8609 or Ms. Moeti M Tel No: (015) 632 8619
<u>POST 24/68</u>	:	<u>SENIOR ADMINISTRATIVE OFFICER: ADMINISTRATIVE SUPPORT SERVICES REF NO: LDARD 61/6/2025 (X1 POST)</u> Re-advertisement, those applied before need to re-apply.
<u>SALARY CENTRE</u>	:	R397 116 per annum (Level 08)
	:	Towommba Research Centre
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate undergraduate (NQF level 6) qualification in National Diploma / Public Administration / Human Resource management / Financial Management or equivalent tertiary qualification as recognized by SAQA. A minimum Three (3) – Five (5) years' experience in administration / clerical. Knowledge, Competencies and Skills: Knowledge of relevant prescripts and applications of supply chain and assets management as well as understanding of the legislative framework governing the Public Service. People Management. Financial Management. Problem Solving. Planning & organizing. Time Management. Policy analysis. Good Communication skills. Facilitation skills. Responsiveness. Pro-activeness. Professionalism. Accuracy. Flexibility. Independent. Co-operative. Team player. Supportive. Ability to work in a highly pressured environment.
<u>DUTIES</u>	:	To render administrative support services in the research centre. Render financial administration services. Handle office support services. Handle information management services. Render human resource management and development services. Provide transformation services. Supervise subordinates and utilise resources (human and physical) in accordance with relevant directives and legislation.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3387.
<u>POST 24/69</u>	:	<u>ARTISAN FOREMAN REF NO: LDARD 70/6/2025 (X1 POST)</u>
<u>SALARY CENTRE</u>	:	R382 047 per annum, (OSD)
	:	Madzivhandila College
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate Trade Test Certificate (Plumbing). Five years post qualification experience as an Artisan. A valid driver's licence (with the exception of people with disabilities). Knowledge, Competencies and Skills:

		Technical: Team leadership. Technical analysis knowledge. Computer-aided Applications. Knowledge of legal compliance. Technical report. Writing. Production, Process. knowledge and skills. Generic: Problem solving and Analysis. Decision making. Teamwork. Analytical skills. Creativity. Self-management. Customer focus and Responsiveness. Communication. Computer skills. Planning and organizing. Conflict Management.
<u>DUTIES</u>	:	Perform and/or supervise technical design, production, operation and maintenance services. Perform administrative and related function. Human and Capital Resource Management. Maintain and advance expertise.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/70</u>	:	<u>ARTISAN FOREMAN REF NO: LDARD 71/6/2025 (X1 POST)</u>
<u>SALARY</u>	:	R382 047 per annum, (OSD)
<u>CENTRE</u>	:	Mopani District
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate Trade Test Certificate (Electrical). Five years post qualification experience as an Artisan. A valid driver's licence (with the exception of people with disabilities). Knowledge, Competencies and Skills: Technical: Team leadership. Technical analysis knowledge. Computer-aided Applications. Knowledge of legal compliance. Technical report. Writing. Production, Process. knowledge and skills. Generic: Problem solving and Analysis. Decision making. Teamwork. Analytical skills. Creativity. Self-management. Customer focus and Responsiveness. Communication. Computer skills. Planning and organizing. Conflict Management.
<u>DUTIES</u>	:	Perform and/or supervise technical design, production, operation and maintenance services. Perform administrative and related function. Human and Capital Resource Management. Maintain and advance expertise.
<u>ENQUIRIES</u>	:	Ms. Malatji MA and Matlou MT Tel No: (015) 811 9837 or Tel No: (015) (015) 811 1189
<u>POST 24/71</u>	:	<u>ADMINISTRATIVE OFFICER: SUPPLY CHAIN AND ASSET MANAGEMENT REF NO: LDARD 62/6/2025 (X1 POST)</u> Re-advertisement, those applied before need to re-apply.
<u>SALARY</u>	:	R325 101 per annum (Level 07)
<u>CENTRE</u>	:	Capricorn District
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate qualification NQF level 6 in Public Management, Transport Management, Logistics or equivalent appropriate tertiary qualification as recognised by SAQA. A minimum of 3 years' experience in Transport Management. A valid driver's licence (with exception of people with disabilities). Knowledge, Competencies, And Skills: Supervisory skills, good planning and organized skills. Good interpersonal relations and good communication skills. Ability to work under pressure and prepared work after hours when need arises, Report writing skills.
<u>DUTIES</u>	:	Conduct needs analysis for acquisition of GG and subsidized vehicles. Develop and update the subsidized and GG vehicle registers. Facilitate maintenance of vehicles. Conduct inspection of GG and subsidized vehicles. Issuing vehicles. Licensing of GG vehicles.
<u>ENQUIRIES</u>	:	Ms Sebatjane LD Tel No: (015) 632 8609, Mr. Masera TN Tel No: (015) 632 8625.
<u>POST 24/72</u>	:	<u>ADMINISTRATIVE OFFICER: EMPLOYEE RELATIONS REF NO: LDARD 63/6/2025 (X1 POST)</u>
<u>SALARY</u>	:	R325 101 per annum (Level 07)
<u>CENTRE</u>	:	Head Office: Polokwane
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate (NQF Level 6) Undergraduate qualification in Public Administration/ Management, Business Management/ Administration, Labour Relations or equivalent appropriate tertiary qualification as recognised by SAQA. A minimum of 1-2 years' experience in administration / employee relations field will be an added advantage. A valid driver's licence (with the exception of people with disabilities) will be an added advantage. Knowledge, Competencies, and Skills: Knowledge and understanding of legislative frameworks, policies, Acts and regulations that governs public service. Knowledge of Labour relations policies, practices and procedures. Knowledge of PERSAL will be an added advantage. Investigation skills. Communication skills. Report writing skills. Problem analysis and analytical thinking. Negotiation skills. Presentation skills. Computer literacy. Team player. Professionalism. Innovation and creativity. Responsiveness. Flexible. Punctuality. Honesty. Interpersonal relations.

<u>DUTIES</u>	:	Provide administrative support services to employee grievances. Render administrative support services to employee misconduct cases. Provide labour advisory services and information sharing to employees. Render general administrative support services.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/73</u>	:	<u>AGRICULTURAL RESOURCE TECHNICIAN (X3 POSTS)</u>
<u>SALARY</u>	:	R325 101 per annum (Level 07)
<u>CENTRE</u>	:	Mopani East Ref No: LDARD 64/6/2025 (X1 Post) Waterberg East Ref No: LDARD 65/6/2025 (X1 Post) Capricorn North-Western Ref No: LDARD 66/6/2025 (X1 Post)
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate (NQF level 6) undergraduate qualification in Engineering or equivalent appropriate tertiary qualification as recognised by SAQA. Compulsory registration with the Engineering Council of South Africa. No experience required. A valid driver's licence (with the exception of people with disabilities). Knowledge, Competencies, and Skills: Knowledge in surveying and design of all engineering type of projects (contours, waterways, stock watering systems, irrigation systems, subsurface draining systems, water run off control, conservation farm planning and the design of farm animal housing). Knowledge of spreadsheets, computerized and/or farm planning. Good Labour relations. Good interpersonal skills. Capacity building within communities. Determine the potential of soils for irrigation.
<u>DUTIES</u>	:	Provide technical services in respect of the optimal control, utilization and conservation of agricultural natural resources regarding land care. Planning and design of conservation structures in compliance with environmental and conservation legislation. Implementation of projects (including inter alia projects funded by Land Care and CASP). Execute the prescribed administration of financial aid schemes (e.g. the soil conservation subsidy scheme) regarding the conservation of natural resources and the implementation of norms and standards as prescribed by the National Department of Agriculture. Provide extension services on land care. Keep up to date regarding the applicable prescripts, policies, procedures, technologies and new developments to be able to render an efficient and effective technical service. Perform administrative and related functions.
<u>ENQUIRIES</u>	:	Mopani District: Ms. Malatji MA and Matlou MT Tel No: (015) 811 9837 or Tel No: (015) 811 1189 Waterberg District: Mr. Matjiu SK Tel No: (014) 717 4949 or Ms. Kekana RM Tel No: (014) 717 1324. Capricorn District: Ms. Sebatjane LD Tel No: (015) 632 8609 or Ms. Moeti M Tel No: (015) 632 8619
<u>POST 24/74</u>	:	<u>LABORATORY TECHNICIAN REF NO: LDARD 67/6/2025 (X1 POST)</u>
<u>SALARY</u>	:	R325 101 per annum (Level 07)
<u>CENTRE</u>	:	Tompi Seleka College
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate (NQF level 6) undergraduate qualification or equivalent appropriate tertiary qualification as recognised by SAQA. A valid driver's licence (with the exception of people with disabilities). Knowledge, Competencies, and Skills: Excellent interpersonal, communication and negotiation skills. Time management. Report writing skills. Computer skills. Analytical Skills. Attention to details.
<u>DUTIES</u>	:	Render an analytical laboratory service. Analyze samples (soil, feed, plant, water). Assist with the development of new analytical procedures. Perform all administrative and related functions. Keep up to date with regard to the applicable prescripts, policies, procedures, technologies and new developments to be able to render an efficient and effective service.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/75</u>	:	<u>LABORATORY TECHNICIAN: WET AND PHYSICAL REF NO: LDARD 68/6/2025 (X1 POST)</u>
<u>SALARY</u>	:	R325 101 per annum (Level 07)
<u>CENTRE</u>	:	Madzivhandila College
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate (NQF level 6) undergraduate qualification or equivalent appropriate tertiary qualification as recognised by SAQA. A valid driver's licence (with exception of people with disabilities). Knowledge, Competencies, and Skills: Excellent interpersonal, communication and

		negotiation skills. Time management. Report writing skills. Computer skills. Analytical Skills. Attention to details.
<u>DUTIES</u>	:	Render an analytical laboratory service. Analyze samples (soil, feed, plant, water). Assist with the development of new analytical procedures. Perform all administrative and related functions. Keep up to date with regard to the applicable prescripts, policies, procedures, technologies and new developments to be able to render an efficient and effective service.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/76</u>	:	<u>LABORATORY ANALYST REF NO: LDARD 69/6/2025 (X1 POST)</u>
<u>SALARY</u>	:	R325 101 per annum (Level 07)
<u>CENTRE</u>	:	Tompoti Selekane College
<u>REQUIREMENTS</u>	:	Grade 12 plus an appropriate (NQF level 6) Undergraduate qualification in Analytical Chemistry or equivalent appropriate tertiary qualification as recognised by SAQA. Two (2) years post qualification relevant work experience in an analytical laboratory. Current Compulsory registration with SACNASP as a Candidate Certificated Natural Scientist is compulsory. A valid driver's licence (with the exception of people with disabilities). Knowledge, Competencies, and Skills: Good laboratory practice; Strong analytical skills for interpreting data and drawing accurate conclusions, excellent interpersonal, communication and negotiation skills, time management, report writing skills, computer skills, laboratory analytical skills. Ability to handle biological, chemical, or physical samples with precision.
<u>DUTIES</u>	:	Perform precise sample preparation for chemical analysis, ensuring adherence to established protocols to maintain sample integrity. Operate and maintain a variety of laboratory instruments such as spectrophotometers, gas chromatographs, and pH meters, including calibration and troubleshooting. Execute quantitative and qualitative analysis of samples to detect and measure chemical compounds, interpreting results using specialized software. Implement quality control procedures to ensure accuracy and reliability of laboratory tests, including the preparation of standard and reagent solutions. Record and report data from all analyses and experiments in a clear, concise manner, ensuring compliance with laboratory and regulatory standards. Collaborate with cross-functional teams to develop and refine analytical methods, improving efficiency and effectiveness of laboratory operations. Manage the inventory of laboratory supplies and chemicals, ensuring all materials are available and in compliance with safety standards. Conduct environmental monitoring and testing in accordance with regulatory requirements, including the collection and analysis of air, water, and soil samples.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/77</u>	:	<u>HUMAN RESOURCE CLERK: HR PROVISIONING AND UTILIZATION REF NO: LDARD 72/6/2025 (X1 POST)</u>
<u>SALARY</u>	:	R228 321 per annum (Level 05)
<u>CENTRE</u>	:	Head Office: Polokwane
<u>REQUIREMENTS</u>	:	Grade 12 or an equivalent appropriate (NQF Level 4) qualification as recognized by SAQA. Knowledge, Competencies, and Skills: Knowledge of clerical duties, practices as well as the ability to capture data, operate computer and collecting statistics. Knowledge and understanding of the legislative framework governing the Public Service. Knowledge of working procedures in terms of the working environment. Report writing skills. Communication skills.
<u>DUTIES</u>	:	Render Human Resource Clerical Services. Handle advertisement of posts, Shortlisting and Interviews. Attend to Transfers, Translations, Secondments and Debt Recoveries. Handle Probationary Appointments of Employees.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/78</u>	:	<u>ADMINISTRATION CLERK: STORES (SUPPLY CHAIN AND ASSET MANAGEMENT) (X2 POSTS)</u>
<u>SALARY</u>	:	R228 321 per annum (Level 05)
<u>CENTRE</u>	:	Capricorn District Ref No: LDARD 73/6/2025 (X1 Post) Waterberg District Ref No: LDARD 74/6/2025 (X1 Post)
<u>REQUIREMENTS</u>	:	Grade 12 or an equivalent appropriate (NQF Level 4) qualification as recognized by SAQA. Knowledge, Competencies and Skills: Basic knowledge

		of Supply Chain Duties, Practices as well as the ability to capture data. Operate Computer and collect statistics. Basic Knowledge and understanding of the legislative framework governing the Public Service. Basic knowledge of work procedures in terms of the working environment. Job Knowledge. Computer skills. Communication skills. Planning and Organization. Interpersonal Relations skills. Flexibility Good verbal and written. Teamwork. Problem-solving skills. Customer service skills. Knowledge of the PFMA. Knowledge of Batho Pele Principles.
<u>DUTIES</u>	:	Administer inventory database. Administer capturing of order on Logis System. Receive and issue inventory. Maintain inventory register. Render inventory management clerical services. Control stores and warehouse. Render stocktaking.
<u>ENQUIRIES</u>	:	Capricorn District: Ms. Sebatjane LD Tel No: (015) 632 8609 or Ms. Moeti M Tel No: (015) 632 8619 Waterberg District: Mr. Matjiu SK Tel No: (014) 717 4949 or Ms. Kekana RM Tel No: (014) 717 1324
<u>POST 24/79</u>	:	<u>SUPPLY CHAIN CLERK: SUPPLY CHAIN AND ASSET MANAGEMENT (X2 POSTS)</u>
<u>SALARY CENTRE</u>	:	R228 321 per annum (Level 05)
	:	Capricorn District Ref No: LDARD 75/6/2025 (X1 Post)
	:	Vhembe District Ref No: LDARD 76/6/2025 (X1 Post)
<u>REQUIREMENTS</u>	:	Grade 12 or an equivalent appropriate (NQF Level 4) qualification as recognized by SAQA. Knowledge, Competencies and Skills: Basic knowledge of supply chain duties, practices as well as the ability to capture data, operate computer and collecting statistics. Basic knowledge and understanding of the legislative framework governing the Public Service. Basic knowledge of work procedures in terms of the working environment. Job Knowledge. Computer Skills. Communication Planning and organisation. Interpersonal relations Language. Flexibility Good verbal and written. Communication skills. Teamwork.
<u>DUTIES</u>	:	To render supply chain management (SCM) clerical services. Render asset management clerical support. Render demand and acquisition clerical support. Render logistical support services.
<u>ENQUIRIES</u>	:	Capricorn District: Ms. Sebatjane LD Tel No: (015) 632 8609 or Ms. Moeti M Tel No: (015) 632 8619 Vhembe District: Mamburu TD Tel No: (015) 963 2005 or Rathogwa MM Tel No: (015) 963 2007.
<u>POST 24/80</u>	:	<u>SUPPLY CHAIN CLERK: PURCHASING MANAGEMENT REF NO: LDARD 77/6/2025 (X1 POST)</u>
<u>SALARY CENTRE</u>	:	R228 321 per annum (Level 05)
	:	Head Office: Polokwane
<u>REQUIREMENTS</u>	:	Grade 12 or an equivalent appropriate (NQF Level 4) qualification as recognized by SAQA. Knowledge, Competencies and Skills: Basic knowledge of supply chain duties, practices as well as the ability to capture data, operate computer and collecting statistics. Basic knowledge and understanding of the legislative framework governing the Public Service. Basic knowledge of work procedures in terms of the working environment. Finest, Bas, PFMA, Dora, Treasury Regulation policies Job Knowledge. Communication Skills. Presentation Skills. Financial Management Skills. Time Management. Computer Skills.
<u>DUTIES</u>	:	Render supply chain management clerical support. Render purchasing clerical support. Render logistical support services.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/81</u>	:	<u>SECRETARY: AGRICULTURAL TRAINING SERVICES REF NO: LDARD 78/6/2025 (X1 POST)</u> (Twelve months fixed term contract)
<u>SALARY CENTRE</u>	:	R228 321 per annum (Level 05)
	:	Head Office: Polokwane
<u>REQUIREMENTS</u>	:	Grade 12 certificate with typing as a subject or an equivalent appropriate (NQF Level 4) qualification as recognized by SAQA. Knowledge, Competencies, And Skills: Basic knowledge of Clerical administrative work. Language skills and the ability to communicate well with people at different levels and from different backgrounds. Good telephone etiquette. Computer literacy. Sound organisational skills. Good people skills. High level of reliability. Basic written

		communication skills. Ability to act with tact and discretion. Good grooming and presentation.
<u>DUTIES</u>	:	To render a secretarial support service to the Director: Agricultural Training Services. Provides a secretarial/receptionist support service to the Director: Agricultural Training Services. Provides a clerical support service to the office of the Director: Agricultural Training Services. Remains up to date with regard to prescripts/policies and procedures applicable to her/his work terrain to ensure efficient and effective support to the office of the Director: Agricultural Training Services.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/82</u>	:	<u>REGISTRY CLERK: GENERAL RECORDS REF NO: LDARD 79/6/2025 (X1 POST)</u>
<u>SALARY</u>	:	R228 321 per annum (Level 05)
<u>CENTRE</u>	:	Head Office: Polokwane
<u>REQUIREMENTS</u>	:	Grade 12 or an equivalent appropriate (NQF Level 4) qualification as recognized by SAQA. Knowledge, Competencies and Skill: Knowledge of registry duties, practices as well as the ability to capture data, and operate computer. Working knowledge and understanding of the legislative framework governing the Public Service. Knowledge of storage and retrieval procedures in terms of the working environment. Understanding of the work in registry. Job Knowledge. Communication. Interpersonal relations. Flexibility. Teamwork. Computer. Planning and organisation. Language. Good verbal and written communication skill.
<u>DUTIES</u>	:	Provide registry services. Provide registry counter services. Handle incoming and outgoing correspondence. Render an effective filing and record management service. Operate office machines in relation to the registry function. Process documents for archiving and/ disposal.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/83</u>	:	<u>REGISTRY CLERK REF NO: LDARD 80/6/2025 (X1 POST)</u>
<u>SALARY</u>	:	R228 321 per annum (Level 05)
<u>CENTRE</u>	:	Waterberg District
<u>REQUIREMENTS</u>	:	Grade 12 or an equivalent appropriate (NQF Level 4) qualification as recognized by SAQA. Knowledge, Competencies and Skill: Knowledge of registry duties, practices as well as the ability to capture data, and operate computer. Working knowledge and understanding of the legislative framework governing the Public Service. Knowledge of storage and retrieval procedures in terms of the working environment. Understanding of the work in registry. Job Knowledge. Communication. Interpersonal relations. Flexibility. Teamwork. Computer. Planning and organisation. Language. Good verbal and written communication skill.
<u>DUTIES</u>	:	Provide registry services. Provide registry counter services. Handle incoming and outgoing correspondence. Render an effective filing and record management service. Operate office machines in relation to the registry function. Process documents for archiving and/ disposal.
<u>ENQUIRIES</u>	:	Mr. Matjiu SK Tel No: (014) 717 4949 or Ms. Kekana RM Tel No: (014) 717 1324
<u>POST 24/84</u>	:	<u>ADMINISTRATIVE CLERK: ADMINISTRATIVE SUPPORT SERVICES (X2 POSTS)</u>
<u>SALARY</u>	:	R228 321 per annum (Level 05)
<u>CENTRE</u>	:	Capricorn East Ref No: LDARD 81/6/2025 (X1 Post) Vhembe Central Ref No: LDARD 82/6/2025 (X1 Post)
<u>REQUIREMENTS</u>	:	Grade 12 or an equivalent appropriate (NQF Level 4) qualification as recognized by SAQA. Knowledge, Competencies and Skills: Knowledge of clerical duties, practices as well as the ability to capture data, operate computer and collecting statistics. Knowledge and understanding of the legislative framework governing the Public Service. Knowledge of working procedures in terms of the working environment. Good verbal and written communication skills. Interpersonal relations. Flexibility. Teamwork. Computer literacy. Planning and organization.
<u>DUTIES</u>	:	Render general clerical support services. Provide supply chain clerical support services. Provide personnel administration clerical support services. Provide financial administration support services. Provide transport support services.

<u>ENQUIRIES</u>	:	Capricorn District: Ms. Sebatjane LD Tel No: (015) 632 8609 or Ms. Moeti M Tel No: (015) 632 8619 Vhembe District: Mamburu TD Tel No: (015) 963 2005 or Rathogwa MM Tel No: (015) 963 2007.
<u>POST 24/85</u>	:	<u>ADMINISTRATIVE CLERK: STUDENT ADMINISTRATION REF NO: LDARD 83/6/2025 (X1 POST)</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R228 321 per annum (Level 05) Tomp Seleka College Grade 12 or an equivalent appropriate (NQF Level 4) qualification as recognized by SAQA. Knowledge, Competencies and Skills: Knowledge of clerical duties, practices as well as the ability to capture data, operate computer and collecting statistics. Knowledge and understanding of the legislative framework governing the Public Service. Knowledge of working procedures in terms of the working environment. Job Knowledge. Communication. Interpersonal relations. Flexibility. Teamwork. Computer. Planning and organisation. Language. Good verbal and written communication skills.
<u>DUTIES</u>	:	Render administrative support services. Render general clerical support services. Administer Student bursaries. Administer student records. Provision of student catering and housing.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/86</u>	:	<u>TRANSPORT CLERK: TRANSPORT (X3 POSTS)</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R228 321 per annum (Level 05) Head Office: Polokwane Ref No: LDARD 84/6/2025 (X2 Posts) Capricorn District Ref No: LDARD 85/6/2025 (X1 Post) Grade 12 or an equivalent appropriate (NQF Level 4) qualification as recognized by SAQA. A valid driver's license (with the exception of people with disabilities). Knowledge, Competencies and Skills: Knowledge of clerical duties, practices as well as the ability to capture data, operate computer and collecting statistics. Knowledge and understanding of the legislative framework governing the Public Service. Knowledge of working procedures in terms of the working environment. Computer literate. Planning and organisation. Good verbal and written communication skills. Team player. Responsiveness. Professionalism. Supportive. Pro-activeness. Willing to work under pressure. Flexibility.
<u>DUTIES</u>	:	Render Fleet Management Services. Allocation of government vehicles (GG). Process applications for vehicles, (GG and subsidized schemes). Conduct inspection. Facilitate payments of log-sheets for GG and subsidized vehicles.
<u>ENQUIRIES</u>	:	Head Office: Polokwane: Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347. Capricorn District: Ms. Sebatjane LD Tel No: (015) 632 8609 or Ms. Moeti M Tel No: (015) 632 8619
<u>POST 24/87</u>	:	<u>HR CLERK: PERSONNEL ADMINISTRATION REF NO: LDARD 86/6/2025 (X1 POST)</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R228 321 per annum (Level 05) Tomp Seleka College Grade 12 or an equivalent appropriate (NQF Level 4) qualification as recognized by SAQA. Knowledge, Competencies and Skills: Knowledge of Human Resource policies and legislation. Report writing. Good communication skills (verbal and written). Computer literacy (MS Office). Good organizing skills. Accuracy and attention to details.
<u>DUTIES</u>	:	Provide human resources provisioning and utilization services. Recruit personnel and handle placements. Facilitate transfers and translations. Provide personnel administration clerical support services within the component. Implement conditions of services (Leave, Housing, Medical, Injury on Duty, Long Service Recognition, Overtime and Termination of service). Performance Management.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/88</u>	:	<u>HR CLERK: HUMAN RESOURCE SERVICES REF NO: LDARD 87/6/2025 (X1 POST)</u>
<u>SALARY</u>	:	R228 321 per annum (Level 05)

<u>CENTRE REQUIREMENTS</u>	:	Mopani District
	:	Grade 12 or an equivalent appropriate (NQF Level 4) qualification as recognized by SAQA. Knowledge, Competencies and Skills: Knowledge of Human Resource policies and legislation. Report writing. Good communication skills (verbal and written). Computer literacy (MS Office). Good organizing skills. Accuracy and attention to details.
<u>DUTIES</u>	:	Provide human resources provisioning and utilization services. Recruit personnel and handle placements. Facilitate transfers and translations. Provide personnel administration clerical support services within the component. Implement conditions of services (Leave, Housing, Medical, Injury on Duty, Long Service Recognition, Overtime and Termination of service). Performance Management.
<u>ENQUIRIES</u>	:	Ms. Malatji MA, Matlou MT, Chaka NS and Hlungwani G Tel No: (015) 811 9837 or Tel No: (015) 811 1189.
<u>POST 24/89</u>	:	<u>DRIVER/MESSENGER (X4 POSTS)</u>
<u>SALARY CENTRE</u>	:	R193 359 per annum (Level 04)
	:	Vhembe District Ref No: LDARD 88/6/2025 (X2 Posts)
	:	Waterberg East Ref No: LDARD 89/6/2025 (X1 Post)
	:	Sekhukhune South Central Ref No: LDARD 90/6/2025 (X1 Post)
<u>REQUIREMENTS</u>	:	Grade 10 or equivalent appropriate qualification as recognised by SAQA. Seven (7) -12 months driving experience. A valid driver's license as well as a PrDP (Goods and Passengers). Knowledge, Competencies and Skills: Knowledge of the procedures to operate the motor vehicle. Knowledge of prescripts for the correct utilization of motor vehicles. Knowledge of the procedures to ensure that the motor vehicle is maintained properly. Knowledge of the procedures to perform messenger functions and routine office support functions like registry services and making of photocopies. Knowledge of the city (ies) / district in which the functions will be performed.
<u>DUTIES</u>	:	Drive light and medium motor vehicles to transport passengers and deliver other items (mail and documents). Perform routine maintenance on the allocated vehicle and report defects timely. Complete all the required and prescribed records and logs-books with regard to the vehicle and the goods handled. Render a clerical support/messenger service in the relevant office.
<u>ENQUIRIES</u>	:	Sekhukhune District: Ms. Laka MA Tel No: (015) 632 7000 or Ms. Mphahlele RS Tel No: (015) 632 7000 Vhembe District: Mammburu TD Tel No: (015) 963 2005 or Rathogwa MM Tel No: (015) 963 2007 Waterberg District: Mr. Matjiu SK Tel No: (014) 717 4949 or Ms. Kekana RM Tel No: (014) 717 1324
<u>POST 24/90</u>	:	<u>LABORATORY ASSISTANT (X2 POSTS)</u>
<u>SALARY CENTRE</u>	:	R193 359 per annum (Level 04)
	:	Mokopane Laboratory Ref No: LDARD 91/6/2025 (X1 Post)
	:	Makhado Laboratory Ref No: LDARD 92/6/2025 (X1 Post)
<u>REQUIREMENTS</u>	:	Grade 12 with maths and science or an equivalent (NQF Level 4) qualification with the same subjects as recognized by SAQA. Knowledge, Competencies and Skills: Ability to read and write. Interpersonal skills, communication skills, Time management, conflict management. Ability to analyze data.
<u>DUTIES</u>	:	Render a support service to Technicians in the preparation of laboratory tests for analyses. Prepare samples for the determination of i.e. chemical residues, pH, EC, mycology etc. Perform routine analysis of samples under mentorship/supervision of senior personnel. Perform basic maintenance on selected equipment and instrumentation. Report all faulty equipment and instrumentation. Maintain tidiness of laboratories, clean/sterilize glassware and equipment. Perform basic maintenance and control functions of animal production stock. Perform administrative and related functions.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswepe PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/91</u>	:	<u>AUXILIARY SERVICES OFFICER REF NO: LDARD 93/6/2025 (X1 POST)</u>
<u>SALARY CENTRE</u>	:	R193 359 per annum (Level 04)
	:	Tompoti Selekale College
<u>REQUIREMENTS</u>	:	Basic literacy and numeracy (ABET level 3) or equivalent appropriate qualification as recognised by SAQA. A valid driver's license (with the exception of people with disabilities). Knowledge, Competencies and Skills: Basic numeracy skills, literacy, operating farm equipment skills. Ability of mixing and applying dip, Ability to handle Livestock. Ability to read and write.

<u>DUTIES</u>	:	Assist with the execution of routine activities in respect of livestock. Assist with the execution of general farm routine activities. Assist with provision of water supply for livestock and caring for equipment's. Assist with the execution of routine activities in respect of farm infrastructure. Perform all administrative and related functions.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/92</u>	:	<u>ANIMAL HEALTH ASSISTANT (X3 POSTS)</u>
<u>SALARY</u>	:	R193 359 per annum (Level 04)
<u>CENTRE</u>	:	Mopani East Ref No: LDARD 94/6/2025 (X2 Posts) Vhembe West Ref No: LDARD 95/6/2025 (X1 Post)
<u>REQUIREMENTS</u>	:	Grade 12 or equivalent appropriate (NQF Level 4) qualification as recognized by SAQA. A valid driver's license (with the exception of people with disabilities). Knowledge, Competencies and Skills: Good communication skills. Ability of mixing dip stuff, cleaning and re-assemble syringes, handling of veterinary tools and equipment. Experience in handling of cattle, small stock and poultry. Ability to read and write. Interpersonal, communication, evaluation persuasion, time management, conflict management.
<u>DUTIES</u>	:	Assist to implement disease control measures. Assist to improve animal health through biosecurity, vaccination and surveillance for disease and treatment of animals. Assist in collecting specimen, examination and dispatch samples of animal diseases. Assist in the provision of extension services on animal health to animal owners.
<u>ENQUIRIES</u>	:	Mopani District: Ms. Malatji MA and Matlou MT Tel No: (015) 811 9837 or Tel No: (015) (015) 811 1189 Vhembe District: Mammburu TD Tel No: (015) 963 2005 or Rathogwa MM Tel No: (015) 963 2007.
<u>POST 24/93</u>	:	<u>DRIVER OPERATOR (X2 POSTS)</u>
<u>SALARY</u>	:	R163 680 per annum (Level 03)
<u>CENTRE</u>	:	Towoomba Research Centre Ref No: LDARD 96/6/2025 (X1 Post) Mara Research Centre Ref No: LDARD 97/6/2025 (X1 Post)
<u>REQUIREMENTS</u>	:	Grade 10 or equivalent appropriate qualification as recognised by SAQA. A valid driver's license as well as a PrDP (Goods and Passengers) and an operating certificate. A minimum of Five (5) years' driving and operating specialized equipment experience. Knowledge, Competencies, And Skills: Knowledge of driving and operating specialized equipment. Communication Skills. Ability to operate the equipment. Ability to read and write. Good eyesight. Teamwork. Physical inspection of vehicles and interpret instructions for proper use of all controls for safe operation of vehicles. Interpret and follow operating manuals, maintenance manuals and service charts.
<u>DUTIES</u>	:	Operate specialized equipment. Load and offload goods/equipment. Inspection and maintenance of equipment and report defects. Keep log sheets of vehicles and machinery. Application of safety and precautionary measures. Cleaning and lubrication of machinery equipment. Grading of gravel roads and re-ravelling/shoulder maintenance. Render driving services. Transportation of work teams and materials/equipments. Detect and repair minor mechanical problems on the vehicles and take steps to have it repaired (check level and condition of oil, fuel, tyres and water). Inspection of the vehicles/equipment and report defects. Complete vehicle logbook, trip authorization for the vehicle.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/94</u>	:	<u>LIBRARY ASSISTANT REF NO: LDARD 98/6/2025 (X1 POST)</u>
<u>SALARY</u>	:	R163 680 per annum (Level 03)
<u>CENTRE</u>	:	Tompi Seleka College
<u>REQUIREMENTS</u>	:	Grade 12 or an equivalent appropriate (NQF Level 4) qualification as recognised by SAQA. Knowledge, Competencies and Skills: Knowledge of Library and information science matters; Prescripts and legislation; Procedures and processes; Departmental financial manuals; Public Finance Management Act and Departmental policy and strategy. Skills and attributes: Organising, Problem solving, Customer care, Good interpersonal relations, Creative thinking, Computer literacy e.g Microsoft Office and internet, Numeracy, Ability to work under pressure, Language proficiency, Communication and Analytic thinking.

<u>DUTIES</u>	:	Handle the library administrative and support services and information services. Maintain the library collection. Handle administrative support services.
<u>ENQUIRIES</u>	:	Ms. Modiba MM (015) 294 3170, Ms. Mtswene PV Tel No: (015)294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587.
<u>POST 24/95</u>	:	<u>WATER PUMP OPERATOR REF NO: LDARD 99/6/2025 (X1 POST)</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R163 680 per annum (Level 03) Madzivhandila College Grade 09/ABET level 4 or equivalent appropriate qualification as recognised by SAQA. Knowledge, Competencies, And Skills: Ability to work with engine pump. Knowledge of Operation of water pump. Assistance of general farm aid duties.
<u>DUTIES</u>	:	Perform routine duties in respect of crop production. Perform general routine activities. Perform general routine activities in respect of infrastructure. Operating water pump engine.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/96</u>	:	<u>HANDYMAN (X4 POSTS)</u>
<u>SALARY CENTRE</u>	:	R163 680 per annum (Level 03) Waterberg District Ref No: LDARD 100/6/2025 (X1 Post) Mopani District Ref No: LDARD 101/6/2025 (X1 Post) Tompoti Selek College Ref No: LDARD 102/6/2025 (X2 Posts)
<u>REQUIREMENTS</u>	:	Grade 09/ABET Level 04 or equivalent appropriate qualification as recognised by SAQA. Knowledge, Competencies, And Skills: Knowledge of maintenance tools and equipment. Safety regulations. Communication skills. Good interpersonal relation and knowledge of Batho Pele Principles. Buildings and related farm infrastructure maintenance experience and knowledge of various types of farm infrastructure and maintenance tools will be an added advantage. Driver's licence will be an added advantage.
<u>DUTIES</u>	:	Maintenance of office buildings and furniture. Maintenance of office equipments.
<u>ENQUIRIES</u>	:	Mopani District: Ms. Malatji MA, Matlou MT, Chaka NS and Hlungwani G Tel No: (015) 811 9837 or Tel No: (015) 811 1189 Waterberg District: Mr. Matjiu SK Tel No: (014) 717 4949 or Ms. Kekana RM Tel No: (014) 717 1324 Tompoti Selek College: Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/97</u>	:	<u>TRACTOR DRIVER (X3 POSTS)</u>
<u>SALARY CENTRE</u>	:	R163 680 per annum (Level 03) Towomb Research Centre Ref No: LDARD 103/6/2025 (X2 Posts) Mara Research Centre Ref No: LDARD 104/6/2025 (X1 Post) (Re-advertisement, those applied before need to re-apply)
<u>REQUIREMENTS</u>	:	ABET level 2 or equivalent appropriate qualification as recognised by SAQA. A valid driver's License (Code EC1) with PrDP. A minimum of 01-year appropriate experience. Knowledge, Competencies, And Skills: Knowledge of Agricultural Equipment. Ability to Operate the Tractor. Basic diesel mechanic skills. Water/Diesel Engine maintenance skills. Knowledge of various types of farm equipment. Knowledge of Batho Pele Principles. Discing, planting, and harvesting of crop fields. Driving skills.
<u>DUTIES</u>	:	Loading, transportation and offloading of goods. Refuse removal within the farm. Operation and maintenance of farm machinery, farm equipment, research trails, firebreaks, and access roads. Maintenance of farm infrastructure. Routine inspection on water reservoirs and livestock drinking troughs on farm. Perform routine activities in respect of livestock and general farm activities.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/98</u>	:	<u>FARM AID (X11 POSTS)</u>
<u>SALARY CENTRE</u>	:	R138 486 per annum (Level 02) Tompoti Selek College Ref No: LDARD 105/6/2025 (X3 Posts) Madzivhandila College Ref No: LDARD 106/6/2025 (X2 Posts) Mara Research Centre Ref No: LDARD 107/6/2025 (X2 Posts)

		Towoomba Research Centre Ref No: LDARD 108/6/2025 (X3 Posts) Haartebees Ref No: LDARD 109/6/2025 (X1 Post)
<u>REQUIREMENTS</u>	:	ABET level 2 or equivalent appropriate qualification as recognised by SAQA. Knowledge, Competencies and Skills: Basic literacy and numeracy. Able to read and write. Communication skills. Good interpersonal relation and knowledge of Batho Pele Principles. Knowledge of various types of farm activities will be an added advantage.
<u>DUTIES</u>	:	Perform routine activities in respect of crop production. Perform routine activities in respect of livestock. Perform general routine activities. Perform general routine activities in respect of infrastructure.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/99</u>	:	<u>GENERAL WORKER (REDLINE GATE/GUARD/FENCE PATROLER (X17 POSTS)</u>
<u>SALARY CENTRE</u>	:	R138 486 per annum (Level 02)
	:	Vhembe Far North Ref No: LDARD 110/6/2025 (X8 Posts)
	:	Vhembe Central Ref No: LDARD 111/6/2025 (X5 Posts)
	:	Vhembe East Ref No: LDARD 112/6/2025 (X3 Posts)
	:	Mopani North Ref No: LDARD 113/6/2025 (X1 Post)
<u>REQUIREMENTS</u>	:	ABET level 2 or equivalent appropriate qualification as recognized by SAQA. No experience required. Knowledge, Competencies, And Skills: Basic literacy and numeracy. Able to read and write. Knowledge of security services. Communication Skills. Good interpersonal relations. Report writing.
<u>DUTIES</u>	:	To perform routine manual farming activities. Control over Movement of cloven hooved animals. Stop, register, and search vehicle from the redline area. Check meat, dairy product, dung, grass, hides, skins, etc. Confiscate all product listed in (ii) above. Open and close the gate. Report confiscated products to the supervisor for further attention. Conduct fence patrol. Routine check of the redline fence. Repair of fence breakage. Trace animal track along the redline fence. Clear bushes along the redline fence. Control over quarantined animals. Check permit for animal quarantined. Liaise with the Animal Health Technician for inspection. Keep records. Keep permits register. Keep register for quarantined animals. Keep register for vehicle movement.
<u>ENQUIRIES</u>	:	Vhembe District: Mammburu TD Tel No: (015) 963 2005 or Rathogwa MM Tel No: (015) 963 2007. Mopani District: Ms. Malatji MA, Matlou MT, Chaka NS and Hlungwani G Tel No: (015) 811 9837 or Tel No: (015) 811 1189
<u>POST 24/100</u>	:	<u>GROUNDSMAN: FARM MANAGEMENT REF NO: LDARD 114/6/2025 (X1 POST)</u>
<u>SALARY CENTRE</u>	:	R138 486 per annum (Level 02)
<u>REQUIREMENTS</u>	:	Towoomba Research Centre ABET Level 2 or equivalent appropriate qualification as recognised by SAQA. No experience required. Knowledge, Competencies, And Skills: Able to read and write; Knowledge of cleaning services; Communication skills; Good interpersonal relations; Report writing skills.
<u>DUTIES</u>	:	Cleaning of yard. Sweeping. Removing unwanted weeds and shrubs. Removing weeds and papers. Pruning of trees and flowers. Watering of flowers and trees and decoration.
<u>ENQUIRIES</u>	:	Ms Modiba MM Tel No: (015) 294 3170, Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3347.
<u>POST 24/101</u>	:	<u>GENERAL WORKER (X6 POSTS)</u>
<u>SALARY CENTRE</u>	:	R138 486 per annum (Level 02)
	:	Waterberg North Ref No: LDARD 115/6/2025 (X1 Post)
	:	Sekhukhune South Central Ref No: LDARD 116/6/2025 (X1 Post)
	:	Waterberg South Central Ref No: LDARD 117/6/2025 (X1 Post)
	:	Waterberg North Ref No: LDARD 118/6/2025 (X1 Post)
	:	Vhembe East Ref No: LDARD 119/6/2025 (X1 Post)
	:	Mopani District Ref No: LDARD 120/6/2025 (X1 Post)
<u>REQUIREMENTS</u>	:	ABET level 2 or equivalent appropriate qualification as recognised by SAQA. Knowledge, Competencies, And Skills: Basic literacy and numeracy. Able to read and write. Knowledge of cleaning procedures and gardening principles. Ability to operate basic garden equipment and machinery. Knowledge of maintenance of relevant equipment. Good interpersonal relations Be able to work in a team. Be able to perform manual work. Show commitment and

		loyalty. Must be punctual, productive and show good behaviour towards customers Communication skills.
<u>DUTIES</u>	:	Perform general assistant work. Maintain premises and surroundings. Maintenance and safekeeping of gardening equipment. Moving furniture and equipment as required. Removing garbage and empty boxes. Assist in receiving stock and goods. Reporting losses/damage to equipment. Loading and offloading of goods.
<u>ENQUIRIES</u>	:	Vhembe District: Mammburu TD Tel No: (015) 963 2005 or Rathogwa MM Tel No: (015) 963 2007 Waterberg District: Mr. Matjiu SK Tel No: (014) 717 4949 or Ms. Kekana RM Tel No: (014) 717 1324 Sekhukhune District: Ms. Laka MA Tel No: (015) 632 7000 or Ms. Mphahlele RS Tel No: (015) 632 7000 Mopani District: Ms. Malatji MA, Matlou MT, Chaka NS and Hlungwani G Tel No: (015) 811 9837 or Tel No: (015) 811 1189
<u>POST 24/102</u>	:	<u>CLEANER (X11 POSTS)</u>
<u>SALARY CENTRE</u>	:	R138 486 per annum (Level 02)
	:	Waterberg District Ref No: LDARD 121/6/2025 (X2 Posts)
	:	Vhembe East Ref No: LDARD 122/6/2025 (X1 Post)
	:	Vhembe District Ref No: LDARD 123/6/2025 (X1 Post)
	:	Vhembe Far North Ref No: LDARD 124/6/2025 (X1 Post)
	:	Waterberg South Central Ref No: LDARD 125/6/2025 (X1 Post)
	:	Capricorn Northwestern Ref No: LDARD 126/6/2025 (01 Post)
	:	Mopani District Ref No: LDARD 127/6/2025 (X2 Posts)
	:	Mopani East Ref No: LDARD 128/6/2025 (X1 Post)
	:	Sekhukhune District Ref No: LDARD 129/6/2025 (X1 Post)
<u>REQUIREMENTS</u>	:	Grade 10 or equivalent appropriate qualification as recognised by SAQA. Knowledge, Competencies, And Skills: Basic literacy and numeracy. Able to read and write. Communication skills. Good interpersonal relations and knowledge of Batho Pele Principles. Knowledge of cleaning products/materials and equipment. Knowledge of operating cleaning equipment. Good interpersonal skills. Ability to work under pressure. Teamwork. Client focus and responsiveness. Be able to perform manual work. Show commitment and loyalty. Must be punctual, productive and show good behaviour towards customers. Knowledge of Batho Pele Principle. Health and safety measures. Working procedures in respect of working environment.
<u>DUTIES</u>	:	Cleaning of offices, storerooms, corridors, elevators, and boardrooms. Dust and take out waste and provide water during meetings. Refill aqua cooler/s washing walls and windows. Cleaning equipment and machinery. Cleaning windows and all general kitchen utensils. Scrubbing toilets and polishing office floors. Vacuum cleaning using vacuum machine. Provide toilet paper in the toilets. Keep and maintain cleaning materials and equipment.
<u>ENQUIRIES</u>	:	Vhembe District: Mammburu TD Tel No: (015) 963 2005 or Rathogwa MM Tel No: (015) 963 2007 Waterberg District: Mr. Matjiu SK Tel No: (014) 717 4949 or Ms. Kekana RM Tel No: (014) 717 1324 Capricorn District: Ms. Sebatjane LD Tel No: (015) 632 8609 or Ms. Moeti M Tel No: (015) 632 8619 Mopani District: Ms. Malatji MA, Matlou MT, Chaka NS and Hlungwani G Tel No: (015) 811 9837 or Tel No: (015) (015) 811 1189 Sekhukhune District: Ms. Laka MA Tel No: (015) 632 7000 or Ms. Mphahlele RS Tel No: (015) 632 7000

PROVINCIAL ADMINISTRATION: MPUMALANGA
DEPARTMENT OF AGRICULTURE, RURAL DEVELOPMENT, LAND & ENVIRONMENTAL AFFAIRS

<u>APPLICATIONS</u>	:	Applications quoting relevant reference number should either be hand delivered, posted or e-mailed to the following addresses: Head Office: to the Director: Human Resource Management & Development, Samora Machel Building, Private Bag X11219, Riverside Park, Mbombela, (1200) or Email: dardlearecruitment-ho@mpg.gov.za Ehlanzeni District Office: To the District Director, Block 4, Aqua Street, PO Box 266, Riverside Park, Mbombela, (1200) or Email: dardlearecruitment-ehls@mpg.gov.za Bohlabela District Office: to the District Director, 101 Main Road, Private Bag X1321, Thulamahashe, (1365) or Email: dardlearecruitment-ehln@mpg.gov.za Gert Sibande District Office: The District Director, 44 Church Street, Private Bag X9071, Ermelo (2350) or Email: dardlearecruitment-gs@mpg.gov.za Nkangala District Office: to the District Director, Ebhudlweni Building, Government Complex, Private Bag X 4017, KwaMhlanga (1022) or Email: dardlearecruitment-nka@mpg.gov.za . Please ensure that you email your application to the relevant email.
<u>CLOSING DATE</u>	:	25 July 2025 at 16:00
<u>NOTE</u>	:	Applications must include only fully completed and signed new Z83 form, obtainable from any Public Service Department or on the DPSA web site link: https://www.dpsa.gov.za/newsroom/psvc/ and a comprehensive Curriculum Vitae. All required information on the Z83 form must be provided. If more than one position is applied for, a separate application for each post should be completed. Failure to complete/disclose all required information in the application will automatically disqualify the applicant. Certified copies of Identity Document, qualifications and related documents need not to accompany the application, instead they will be submitted only by shortlisted candidates to Human Resources on the day of the interview. Due to the large number of applications anticipated, correspondence will only be limited to shortlisted candidates only. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful. Shortlisted candidates will be required to be available for interviews at a date and time to be determined by the Department. All shortlisted candidates will be subjected to suitability checks (SAQA verification, reference checks, criminal checks, credit and social media). Applicants must declare any pending criminal, or any other allegations or investigations against them. Should this be uncovered during / after the interview took place, the application will not be considered and in the unlikely event that the person has been appointed such appointment will be terminated. The successful candidate will be appointed subject to positive results of the vetting process. The successful candidate will be required to enter into an employment contract with the Department. The Department reserves the right not to fill a position. Important: No Payment of any kind is required when applying for these positions.

24 MONTHS INTERNSHIP PROGRAMME: (2025 TO 2027)

The Department of Agriculture, Rural Development, Land and Environmental Affairs invites unemployed South African graduates to apply for the 24 months Internship Programme. Applicants must not have participated in an internship programme previously (subject to verification). It is the Department's intention to promote presentively (race, gender and disability). Persons with disabilities are therefore encouraged to apply.

OTHER POSTS

<u>POST 24/103</u>	:	<u>INTERNSHIP PROGRAMME: STRUCTURED AGRICULTURAL TRAINING (X3 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Nkangala (Animal Production) Ref No: DARDLEA/2025/07/01 Gert Sibande (Crop Production) Ref No: DARDLEA/2025/07/02 Ehlanzeni (Crop Production) Ref No: DARDLEA/2025/07/03
<u>REQUIREMENTS</u>	:	Bachelor of Science Degree in Crop & Animal Production or Equivalent
<u>ENQUIRIES</u>	:	For Ehlanzeni District: Ms. Mh Sekoma Tel No: (013) 759 4000 For Nkangala District: Dr. Bm Mahlangu at 071 499 4823 For Gert Sibande District: Mr. RS Mhlongo Tel No: (017) 819 2076

<u>POST 24/104</u>	:	<u>INTERNSHIP PROGRAMME: AGRI-BUSINESS REF NO: DARDLEA/2025/07/04 (X2 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Head Office- Mbombela
<u>REQUIREMENTS</u>	:	Bachelor Of Science Degree in Agricultural Economics or Equivalent
<u>ENQUIRIES</u>	:	Ms. SP Shongwe Tel No: (013) 766 6003 or Ms. Ne Hlatshwayo Tel No: (013) 766 6110 or Mr. XJ Mubi Tel No: (013) 766 6112
<u>POST 24/105</u>	:	<u>INTERNSHIP PROGRAMME: ENVIRONMENTAL IMPACT ASSESSMENT REF NO: DARDLEA/2025/07/05 (X1 POST)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Gert Sibande- Ermelo
<u>REQUIREMENTS</u>	:	Degree In Environmental Management or Natural Sciences
<u>ENQUIRIES</u>	:	Mr. RS Mhlongo Tel No: (017) 819 2076
<u>POST 24/106</u>	:	<u>INTERNSHIP PROGRAMME: ENVIRONMENTAL EDUCATION (X2 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Ehlanzeni District-CYCAD Ref No: DARDLEA/2025/07/06 (X1 Post)
	:	Nkangala District- Kwamhlanga Ref No: DARDLEA/2025/07/07 (X1 Post)
<u>REQUIREMENTS</u>	:	Degree In Environmental Management or Natural Sciences
<u>ENQUIRIES</u>	:	For Ehlanzeni District: Ms. Mh Sekoma Tel No: (013) 759 4000 For Nkangala District: Dr. Bm Mahlangu at 071 499 4823
<u>POST 24/107</u>	:	<u>INTERNSHIP PROGRAMME: POLLUTION AND WASTE MANAGEMENT (X3 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Gert Sibande District-Ermelo Ref No: DARDLEA/2025/07/08 (X1 Post)
	:	Ehlanzeni District- CYCAD Ref No: DARDLEA/2025/07/09 (X1 Post)
	:	Nkangala District- Kwamhlanga Ref No: DARDLEA/2025/07/10 (X1 Post)
<u>REQUIREMENTS</u>	:	Degree In Environmental Management or Natural Sciences
<u>ENQUIRIES</u>	:	For Ehlanzeni District: Ms. Mh Sekoma Tel No: (013) 759 4000 For Nkangala District: Dr. Bm Mahlangu at 071 499 4823 For Gert Sibande District Mr. RS Mhlongo Tel No: (017) 819 2076
<u>POST 24/108</u>	:	<u>INTERNSHIP PROGRAMME: RISK MANAGEMENT REF NO: DARDLEA/2025/07/11 (X1 POST)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Head Office- Mbombela
<u>REQUIREMENTS</u>	:	Bachelors Degree/ National Diploma in Risk Management Accounting, Internal Audit, Public Finance and Public Administration
<u>ENQUIRIES</u>	:	Ms. SP Shongwe Tel No: (013) 766 6003 or Ms. Ne Hlatshwayo Tel No: (013) 766 6110 or Mr. XJ Mubi Tel No: (013) 766 6112
<u>POST 24/109</u>	:	<u>INTERNSHIP PROGRAMME: GOVERNMENT TECHNOLOGY INFORMATION SERVICES (X7 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Head Office - Mbombela Ref No: DARDLEA/2025/07/12 (X2 Posts)
	:	Nkangala District Ref No: DARDLEA/2025/07/13 (X2 Posts)
	:	Gert Sibande District- Ermelo Ref No: DARDLEA/2025/07/14 (X1 Post)
	:	Ehlanzeni District -CYCAD Ref No: DARDLEA/2025/07/15 (X1 Post)
	:	Bohlabela District-Thulamahashe Ref No: DARDLEA/2025/07/16 (X1 Post)
<u>REQUIREMENTS</u>	:	Degree In Computer Science /Diploma Information Technology or Relevant Postgraduate With A+, N+ AND MCSA.
<u>ENQUIRIES</u>	:	Ms. SP Shongwe Tel No: (013)766 6003 or Ms. Ne Hlatshwayo Tel No: (013) 766 6110 or Mr. XJ Mubi Tel No: (013) 766 6112 For Ehlanzeni District: Ms. Mh Sekoma Tel No: (013) 759 4000 For Nkangala District: Dr. Bm Mahlangu at 071 499 4823 For Gert Sibande District: Mr. Rs Mhlongo Tel No: (017) 819 2076 For Bohlabela District: Ms. OS Ndhlovu at 076 461 4054
<u>POST 24/110</u>	:	<u>INTERNSHIP PROGRAMME: HUMAN RESOURCES MANAGEMENT AND DEVELOPMENT REF NO: DARDLEA/2025/07/17 (X5 POSTS)</u>
<u>SALARY</u>	:	R94 326 per annum
<u>CENTRE</u>	:	Head Office- Mbombela
<u>REQUIREMENTS</u>	:	Degree/ National Diploma in HRM, Public Management, Administration.

<u>ENQUIRIES</u>	:	Ms. SP Shongwe Tel No: (013) 766 6003 or Ms. Ne Hlatshwayo Tel No: (013) 766 6110 or Mr. XJ Mubi Tel No: (013) 766 6112
<u>POST 24/111</u>	:	<u>INTERSHIP PROGRAMME: FINANCIAL ACCOUNTING (X6 POSTS)</u>
<u>SALARY CENTRE</u>	:	R94 326 per annum Head Office- Mbombela Ref No: DARDLEA/2025/07/18 (X2 Posts) Ehlanzeni District- CYCAD Ref No: DARDLEA/2025/07/19 (X1 Post) Gert Sibande- Ermelo Ref No: DARDLEA/2025/07/20 (X1 Post) Nkangala - Kwamhlanga Ref No: DARDLEA/2025/07/21 (X1 Post) Bohlabela- Thulamahashe Ref No: DARDLEA/2025/07/22 (X1 Post)
<u>REQUIREMENTS</u>	:	Diploma/Degree in Financial Accounting, Cost & Management Accounting/Finance Related Field.
<u>ENQUIRIES</u>	:	Ms. SP Shongwe Tel No: (013) 766 6003 or Ms. Ne Hlatshwayo Tel No: (013) 766 6110 or Mr. XJ Mubi Tel No: (013) 766 6112 For Ehlanzeni District: Ms. Mh Sekoma Tel No: (013) 759 4000 For Nkangala District: Dr. Bm Mahlangu at: 071 499 4823 For Gert Sibande District: Mr. Rs Mhlongo Tel No: (017) 819 2076 For Bohlabela District: Ms. OS Ndhlovu at 076 461 4054
<u>POST 24/112</u>	:	<u>INTERSHIP PROGRAMME: MANAGEMENT ACCOUNTING (X6 POSTS)</u>
<u>SALARY CENTRE</u>	:	R94 326 per annum Head Office- Mbombela Ref No: DARDLEA/2025/07/23 (X2 Posts) Ehlanzeni District- CYCAD Ref No: DARDLEA/2025/07/24 (X1 Post) Gert Sibande- Ermelo Ref No: DARDLEA/2025/07/25 (X1 Post) Nkangala - Kwamhlanga Ref No: DARDLEA/2025/07/26 (X1 Post) Bohlabela- Thulamahashe Ref No: DARDLEA/2025/07/27 (X1 Post)
<u>REQUIREMENTS</u>	:	Diploma/Degree in Financial Accounting, Cost & Management Accounting/Finance Related Field
<u>ENQUIRIES</u>	:	Ms. SP Shongwe Tel No: (013) 766 6003 or Ms. NE Hlatshwayo Tel No: (013) 766 6110 or Mr. XJ Mubi Tel No: (013) 766 6112 For Ehlanzeni District: Ms. MH Sekoma Tel No: (013) 759 4000 For Nkangala District: Dr. BM Mahlangu at 071 499 4823 For Gert Sibande District: Mr. Rs Mhlongo Tel No: (017) 819 2076 For Bohlabela District: Ms. OS Ndhlovu at 076 461 4054
<u>POST 24/113</u>	:	<u>INTERSHIP PROGRAMME: ASSET AND FACILITY MANAGEMENT (X6 POSTS)</u>
<u>SALARY CENTRE</u>	:	R94 326 per annum Head Office- Mbombela Ref No: DARDLEA/2025/07/28 (X2 Posts) Ehlanzeni District- CYCAD Ref No: DARDLEA/2025/07/29 (X1 Post) Gert Sibande- Ermelo Ref No: DARDLEA/2025/07/30 (X1 Post) Nkangala - Kwamhlanga Ref No: DARDLEA/2025/07/31 (X1 Post) Bohlabela- Thulamahashe Ref No: DARDLEA/2025/07/32 (X1 Post)
<u>REQUIREMENTS</u>	:	Diploma/Degree in Financial Accounting, Cost & Management Accounting/Finance Related Field
<u>ENQUIRIES</u>	:	Ms. SP Shongwe Tel No: (013) 766 6003 or Ms. Ne Hlatshwayo Tel No: (013) 766 6110 or Mr. XJ Mubi Tel No: (013) 766 6112 For Ehlanzeni District: Ms. Mh Sekoma Tel No: (013) 759 4000 For Nkangala District: Dr. Bm Mahlangu at 071 499 4823 For Gert Sibande District: Mr. Rs Mhlongo Tel No: (017) 819 2076 For Bohlabela District: Ms. OS Ndhlovu at 076 461 4054
<u>POST 24/114</u>	:	<u>INTERSHIP PROGRAMME: SUPPLY CHAIN MANAGEMENT (X6 POSTS)</u>
<u>SALARY CENTRE</u>	:	R94 326 per annum Head Office- Mbombela Ref No: DARDLEA/2025/07/33 (X2 Posts) Ehlanzeni District- CYCAD Ref No: DARDLEA/2025/07/34 (X1 Post) Gert Sibande- Ermelo Ref No: DARDLEA/2025/07/35 (X1 Post) Nkangala - Kwamhlanga Ref No: DARDLEA/2025/07/36 (X1 Post) Bohlabela- Thulamahashe Ref No: DARDLEA/2025/07/37 (X1 Post)
<u>REQUIREMENTS</u>	:	Diploma/Degree in Financial Accounting, Cost & Management Accounting/Finance Related Field.
<u>ENQUIRIES</u>	:	Ms. SP Shongwe Tel No: (013) 766 6003 or Ms. NE Hlatshwayo Tel No: (013) 766 6110 or Mr. XJ Mubi Tel No: (013) 766 6112 For Ehlanzeni District: Ms. Mh Sekoma Tel No: (013) 759 4000 For Nkangala District: Dr. Bm Mahlangu at 071 499 4823 For Gert Sibande District: Mr. Rs Mhlongo Tel No: (017) 819 2076 For Bohlabela District: Ms. OS Ndhlovu at 076 461 4054

<u>POST 24/115</u>	:	<u>INTERNSHIP PROGRAMME: CORPORATE SERVICES (X14 POSTS)</u>
<u>SALARY CENTRE</u>	:	R94 326 per annum Ehlanzeni District- CYCAD Ref No: DARDLEA/2025/07/38 (X4 Posts) Gert Sibande- Ermelo Ref No: DARDLEA/2025/07/39 (X4 Posts) Nkangala - Kwamhlanga Ref No: DARDLEA/2025/07/40 (X3 Posts) Bohlabela- Thulamahashe Ref No: DARDLEA/2025/07/41 (X3 Posts)
<u>REQUIREMENTS</u>	:	Diploma/Degree in HRM, Labour Relations, Public Management Public Administration or Relevant Field.
<u>ENQUIRIES</u>	:	For Ehlanzeni District: Ms. MH Sekoma Tel No: (013) 759 4000 For Nkangala District: Dr. Bm Mahlangu at 071 499 4823 For Gert Sibande District: Mr. Rs Mhlongo Tel No: (017) 819 2076 For Bohlabela District: Ms. OS Ndhlovu at 076 461 4054
<u>POST 24/116</u>	:	<u>INTERNSHIP PROGRAMME: COMMUNICATION SERVICES (X6 POSTS)</u>
<u>SALARY CENTRE</u>	:	R94 326 per annum Head Office- Mbombela Ref No: DARDLEA/2025/07/42 (X2 Posts) Ehlanzeni District- CYCAD Ref No: DARDLEA/2025/07/43 (X1 Post) Gert Sibande- Ermelo Ref No: DARDLEA/2025/07/44 (X1 Post) Nkangala - Kwamhlanga Ref No: DARDLEA/2025/07/45 (X1 Post) Bohlabela- Thulamahashe Ref No: DARDLEA/2025/07/46 (X1 Post)
<u>REQUIREMENTS</u>	:	(Head Office): Diploma/ Degree in Graphic Design Diploma/Degree in Public Relations/ Journalism/ Graphic Design/ Communications
<u>ENQUIRIES</u>	:	Ms. SP Shongwe Tel No: (013) 766 6003 or Ms. NE Hlatshwayo Tel No: (013) 766 6110 or Mr. XJ Mubi Tel No: (013) 766 6112 For Ehlanzeni District: Ms. Mh Sekoma Tel No: (013) 759 4000 For Nkangala District: Dr. Bm Mahlangu at 071 499 4823 For Gert Sibande District: Mr. Rs Mhlongo Tel No: (017) 819 2076 For Bohlabela District: Ms. OS Ndhlovu at 076 461 4054
<u>POST 24/117</u>	:	<u>INTERNSHIP PROGRAMME: MONITORING AND EVALUATION REF NO: DARDLEA/2025/07/47 (X1 POST)</u>
<u>SALARY CENTRE</u>	:	R94 326 per annum Head Office- Mbombela
<u>REQUIREMENTS</u>	:	B-Tech/ Degree in Public Administration/ Monitoring & Evaluation
<u>ENQUIRIES</u>	:	Ms. SP Shongwe: 013 766 6003 or Ms. Ne Hlatshwayo Tel No: (013) 766 6110 or Mr. XJ Mubi Tel No: (013) 766 6112
<u>POST 24/118</u>	:	<u>INTERNSHIP PROGRAMME: POLICY, PLANNING & COORDINATION REF NO: DARDLEA/2025/07/48 (X1 POST)</u>
<u>SALARY CENTRE</u>	:	R94 326 per annum Head Office- Mbombela
<u>REQUIREMENTS</u>	:	B-Tech/ Degree in Public Administration/ Policy and Planning or Relevant Field
<u>ENQUIRIES</u>	:	Ms. SP Shongwe: 013 766 6003 or Ms. Ne Hlatshwayo: Tel No: (013) 766 6110 or Mr. XJ Mubi Tel No: (013) 766 6112
<u>POST 24/119</u>	:	<u>INTERNSHIP PROGRAMME: INTERNAL AUDIT REF NO: DARDLEA/2025/07/49 (X1 POST)</u>
<u>SALARY CENTRE</u>	:	R94 326 per annum Head Office- Mbombela
<u>REQUIREMENTS</u>	:	National Diploma: Internal Auditing/ Risk Management/ Cost and Management/ Financial Management
<u>ENQUIRIES</u>	:	Ms. SP Shongwe Tel No: (013) 766 6003 or Ms. Ne Hlatshwayo Tel No: (013) 766 6110 or Mr. XJ Mubi Tel No: (013) 766 6112
<u>POST 24/120</u>	:	<u>INTERNSHIP PROGRAMME: LABOUR RELATIONS REF NO: DARDLEA/2025/07/50 (X1 POST)</u>
<u>SALARY CENTRE</u>	:	R94 326 per annum Head Office- Mbombela
<u>REQUIREMENTS</u>	:	Degree/Diploma in Labour Relations/ Labour Law
<u>ENQUIRIES</u>	:	Ms. Sp Shongwe Tel No: (013) 766 6003 or Ms. NE Hlatshwayo Tel No: (013) 766 6110 or Mr. XJ Mubl: 013 766 6112
<u>POST 24/121</u>	:	<u>INTERNSHIP PROGRAMME: TRANSVERSAL SERVICES REF NO: DARDLEA/2025/07/51 (X3 POSTS)</u>
<u>SALARY CENTRE</u>	:	R94 326 per annum Head Office- Mbombela

<u>REQUIREMENTS</u>	:	Degree/Diploma in HRM, Public Management, Public Administration, Psychology and Occupational Health and Safety
<u>ENQUIRIES</u>	:	Ms. Sp Shongwe Tel No: (013) 766 6003 or Ms. Ne Hlatshwayo Tel No: (013) 766 6110 or Mr. XJ Mubi Tel No: (013) 766 6112

DEPARTMENT OF HEALTH

The Department of Health 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. Candidates whose transfer / promotion / appointment will promote representivity will receive preference.

<u>APPLICATIONS</u>	:	Departmental Online Application System: www.mpuhealth.gov.za
<u>CLOSING DATE</u>	:	25 July 2025
<u>NOTE</u>	:	Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. In order to alleviate administration burden on HR Sections as well as considering the cost for applicants, Departments are encouraged to request certified copies of qualifications and other relevant documents from shortlisted candidates only which may be submitted to HR on or before the day of the interview following communication from the relevant HR section of the Department. All posts health/engineering posts that are advertised within the Department professional registration will be required from various statutory council for shortlisted candidates. A complete set of application documents should be submitted separately for every post that you wish to apply for. Please ensure that you clearly state the full post description and the relevant Post Reference Number on your application. No fax applications will be considered. Applicants must ensure that they fully complete and sign form Z 83, even if they are attaching a CV. Incomplete and/or unsigned applications will not be considered. If you are currently in service, please indicate your PERSAL number at the top of form Z83. Due to ongoing internal processes, the Department reserves the right to withdraw any post at any time. The Department reserves the right to verify the qualifications of every recommended candidate prior to the issuing of an offer of appointment. All short listed candidates will be subject to a vetting process prior to appointment. If no response is received from Mpumalanga Department of Health within 90 days after the closing date of the advertisement, applicants must assume that their application was not successful. Please quote the CORRECT references when applying and where possible the station / centre where the post is. www.mpuhealth.gov.za Only Online Applications will be accepted. NB: Candidates who are not contacted within 90 DAYS after the closing date must consider their applications as having been unsuccessful. Please Note the Department reserves the right to amend / review / withdraw the advertised posts if by so doing, the best interest of the department will be well served. (People with disabilities are also requested to apply and indicate such in their applications) N.B. Applicants are advised to apply as early as possible to avoid disappointments.

OTHER POSTS

<u>POST 24/122</u>	:	<u>HEAD: CLINICAL UNIT (MEDICAL) GRADE 1: OPHTHALMOLOGY REF NO: MPDOH/JUL/25/124</u>
<u>SALARY</u>	:	R2 084 754 - R2 212 680 per annum
<u>CENTRE</u>	:	Witbank Hospital (Nkangala District)
<u>REQUIREMENTS</u>	:	Appropriate qualifications that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Ophthalmology (2025). Valid driver's licence. A valid work permit will be required from non-South Africans. Grade 1: A minimum of five (5) years' appropriate experience as Medical Specialist after registration with the HPCSA as a Medical Specialist in Ophthalmology. Experience in academia and research publication will be an added advantage. Knowledge of relevant legislation, policies and Clinical Governance, training of junior medical staff is essential.
<u>DUTIES</u>	:	Clinical: Overall in-charge of Ophthalmology department. Co-ordinate and supervise clinical care and treatment of patients in Ophthalmology department. Participation in commuted overtime. Participation in Ophthalmology teaching of junior clinical staff. Administrate and coordinate all Ophthalmology activities. Management of 24-hour ophthalmology services. Assist with clinical governance and quality assurance according to National Core Standards for Ophthalmology including but not limited to management of complaints, litigations and Patient Safety Incidents. Conduct research and clinical audits including adverse events reporting. Evaluate staff performance according to the hospital's PMDS processes. Co-operation and liaison with other departments within the hospital. Conflict management. Participation in management committees of Witbank Hospital. Cost containment within

		Ophthalmology department in accordance with the hospital's cost saving plan. Spearhead projects in accordance with the operational plan of the clinical services management unit. Management of other Remunerative Work Outside Public Service (RWOPS) for self and other clinical staff. Performance of research within the department. Develop and enhance training and development of healthcare worker in Ophthalmology department. Training and supervision of Medical Officers and Medical Interns and Medical Students. Establish and expand outreach to referring hospitals.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/123</u>	:	<u>HEAD: CLINICAL UNIT (MEDICAL) GRADE 1: ONCOLOGY REF NO: MPDOH/JUL/25/125</u>
<u>SALARY</u>	:	R2 084 754 - R2 212 680 per annum
<u>CENTRE</u>	:	Witbank Hospital (Nkangala District)
<u>REQUIREMENTS</u>	:	Appropriate qualifications that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Oncology (2025). Valid driver's licence. A valid work permit will be required from non-South Africans. Grade 1: A minimum of five (5) years' appropriate experience as Medical Specialist after registration with the HPCSA as a Medical Specialist in Oncology. Experience in academia and research publication will be an added advantage. Knowledge of relevant legislation, policies and Clinical Governance, training of junior medical staff is essential.
<u>DUTIES</u>	:	Clinical: Overall in-charge of Oncology department. Co-ordinate and supervise clinical care and treatment of patients in Oncology department. Participation in commuted overtime. Participation in Oncology teaching of junior clinical staff. Administrate and coordinate all Oncology activities. Management of 24-hour Oncology services. Assist with clinical governance and quality assurance according to National Core Standards for Oncology department including but not limited to management of complaints, litigations and Patient Safety Incidents. Conduct research and clinical audits including adverse events reporting. Evaluate staff performance according to the hospital's PMDS processes. Co-operation and liaison with other departments within the hospital. Conflict management. Participation in management committees of Witbank Hospital. Cost containment within Oncology department in accordance with the hospital's cost saving plan. Spearhead projects in accordance with the operational plan of the clinical services management unit. Management of other Remunerative Work Outside Public Service (RWOPS) for self and other clinical staff. Performance of research within the department. Develop and enhance training and development of healthcare worker in Oncology department. Training and supervision of Medical Officers and Medical Interns and Medical Students.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/124</u>	:	<u>HEAD: CLINICAL UNIT (MEDICAL) GRADE 1: ORTHOPAEDICS SURGERY REF NO: MPDOH/JUL/25/126</u>
<u>SALARY</u>	:	R2 084 754 - R2 212 680 per annum
<u>CENTRE</u>	:	Witbank Hospital (Nkangala District)
<u>REQUIREMENTS</u>	:	Appropriate qualifications that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Orthopaedics Surgery (2025). Valid driver's licence. A valid work permit will be required from non-South Africans. Grade 1: A minimum of five (5) years' appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in Orthopaedics Surgery. Experience in academia and research publication will be an added advantage. Knowledge of relevant legislation, policies and Clinical Governance, training of junior medical staff is essential.
<u>DUTIES</u>	:	Clinical: Overall in-charge of Orthopaedics Surgery department. Co-ordinate and supervise clinical care and treatment of patients in Orthopaedics Surgery department. Participation in commuted overtime. Participation in Orthopaedics Surgery teaching of junior clinical staff. Administrate and coordinate all Orthopaedics Surgery activities. Management of 24-hour Orthopaedics Surgery services. Assist with clinical governance and quality assurance according to National Core Standards for Orthopaedics Surgery department

		including but not limited to management of complaints, litigations and Patient Safety Incidents. Conduct research and clinical audits including adverse events reporting. Evaluate staff performance according to the hospital's PMDS processes. Co-operation and liaison with other departments within the hospital. Conflict management. Participation in management committees of Witbank Hospital. Cost containment within Neonatology department in accordance with the hospital's cost saving plan. Spearhead projects in accordance with the operational plan of the clinical services management unit. Management of other Remunerative Work Outside Public Service (RWOPS) for self and other clinical staff. Performance of research within the department. Develop and enhance training and development of healthcare worker in Orthopaedics Surgery department. Training and supervision of Medical Officers and Medical Interns and Medical Students
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/125</u>	:	<u>HEAD: CLINICAL UNIT (MEDICAL) GRADE 1: RADIOLOGY REF NO: MPDOH/JUL/25/127</u>
<u>SALARY</u>	:	R2 084 754 - R2 212 680 per annum
<u>CENTRE</u>	:	Themba Hospital (Ehlanzeni District)
<u>REQUIREMENTS</u>	:	Appropriate qualifications that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Radiology (2025). Valid driver's licence. A valid work permit will be required from non-South Africans. Grade 1: A minimum of five (5) years' appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in Radiology. Experience in academia and research publication will be an added advantage. Knowledge of relevant legislation, policies and Clinical Governance, training of junior medical staff is essential.
<u>DUTIES</u>	:	Clinical: Overall in-charge of Ophthalmology department. Co-ordinate and supervise clinical care and treatment of patients in Radiology department. Participation in commuted overtime. Participation in Ophthalmology teaching of junior clinical staff. Administrate and coordinate all Radiology activities. Management of 24-hour ophthalmology services. Assist with clinical governance and quality assurance according to National Core Standards for Radiology including but not limited to management of complaints, litigations and Patient Safety Incidents. Conduct research and clinical audits including adverse events reporting. Evaluate staff performance according to the hospital's PMDS processes. Co-operation and liaison with other departments within the hospital. Conflict management. Participation in management committees of Themba Hospital. Cost containment within Ophthalmology department in accordance with the hospital's cost saving plan. Spearhead projects in accordance with the operational plan of the clinical services management unit. Management of other Remunerative Work Outside Public Service (RWOPS) for self and other clinical staff. Performance of research within the department. Develop and enhance training and development of healthcare worker in Radiology department. Training and supervision of Medical Officers and Medical Interns and Medical Students. Establish and expand outreach to referring hospitals.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/126</u>	:	<u>HEAD: CLINICAL UNIT (MEDICAL) GRADE 1: INTERNAL MEDICINE REF NO: MPDOH/JUL/25/128</u>
<u>SALARY</u>	:	R2 084 754 - R2 212 680 per annum
<u>CENTRE</u>	:	Witbank Hospital (Nkangala District)
<u>REQUIREMENTS</u>	:	Appropriate qualifications that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Internal Medicine (2025). Valid driver's licence. A valid work permit will be required from non-South Africans. Grade 1: A minimum of five (5) years' appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in Internal Medicine. Management skills, good written and verbal communication skills, leadership and decision-making skills. Knowledge of public service legislation, regulations and policies including medical ethics, epidemiology and statistics. Demonstration or the ability to work as part of a multidisciplinary team.

<u>DUTIES</u>	:	Clinical management of the Internal Medicine department, supervision and training of clinical staff, teaching of clinical staff, Assessment and immediate care of all Internal Medicine patients. Provide support for other clinical departments, ensure departmental administration is in order. Participate in clinical governance. Ensure that there is clinical improvement plan. Develop clinical protocols for the department. Provide leadership and promote effective working environmental clinical audits, sign performance management contract with the Clinical Manager and subordinates, ensure continuous professional development. Establish research programme to facilitate generation of new knowledge.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/127</u>	:	<u>HEAD: CLINICAL UNIT (MEDICAL) GRADE 1: CRITICAL CARE REF NO: MPDOH/JUL/25/129</u>
<u>SALARY</u>	:	R2 084 754 - R2 212 680 per annum
<u>CENTRE</u>	:	Witbank Hospital (Nkangala District)
<u>REQUIREMENTS</u>	:	Appropriate qualifications that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Critical Care (2025). Valid driver's licence. A valid work permit will be required from non-South Africans. Grade 1: A minimum of five (5) years' appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in Critical Care. Management skills, good written and verbal communication skills, leadership and decision-making skills. Knowledge of public service legislation, regulations and policies including medical ethics, epidemiology and statistics. Demonstration or the ability to work as part of a multidisciplinary team.
<u>DUTIES</u>	:	Clinical management of Critical Care department, supervision and training of clinical staff, teaching of clinical staff, Assessment and immediate care of all Critical Care patients. Provide support for other clinical departments, ensure departmental administration is in order. Participate in clinical governance. Ensure that there is clinical improvement plan to manage critical patients at Witbank Hospital and Nkangala District. Develop clinical protocols for the department. Provide leadership and promote effective working environmental clinical audits, sign performance management contract with the Clinical Manager and subordinates, ensure continuous professional development. Establish research programme to facilitate generation of new knowledge.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/128</u>	:	<u>HEAD: CLINICAL UNIT (MEDICAL) GRADE 1: ANAESTHESIOLOGY REF NO: MPDOH/JUL/25/130 (X2 POSTS)</u>
<u>SALARY</u>	:	R2 084 754 - R2 212 680 per annum
<u>CENTRE</u>	:	Witbank Hospital (Nkangala District) Themba Hospital (Ehlanzeni District)
<u>REQUIREMENTS</u>	:	Appropriate qualifications that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Anaesthesiology (2025). Valid driver's licence. A valid work permit will be required from non-South Africans. Grade 1: A minimum of five (5) years' appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in Anaesthesiology. Management skills, good written and verbal communication skills, leadership and decision-making skills. Knowledge of public service legislation, regulations and policies including medical ethics, epidemiology and statistics. Demonstration or the ability to work as part of a multidisciplinary team.
<u>DUTIES</u>	:	Clinical management of the Anaesthesiology department, supervision and training of clinical staff, teaching of clinical staff, Assessment and immediate care of all Internal Medicine patients. Provide support for other clinical departments, ensure departmental administration is in order. Participate in clinical governance. Ensure that there is clinical improvement plan. Develop clinical protocols for the department. Provide leadership and promote effective working environmental clinical audits, sign performance management contract with the Clinical Manager and subordinates, ensure continuous professional development. Establish research programme to facilitate generation of new knowledge.

<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/129</u>	:	<u>MEDICAL SPECIALIST (SUB-SPECIALIALTY) GRADE 1: GENERAL CARDIOLOGY REF NO: MPDOH/JULY/25/131</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R1 553 670 – R1 647 630 per annum Witbank Hospital (Nkangala District) Appropriate qualifications that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in General Cardiology (2025). A valid work permit will be required from non-South Africans. Grade 1: None after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of one 1-year relevant experience after registration with a recognized Foreign Professions and / or the HPCSA as a Medical Specialist in General Cardiology for foreign qualified employees.
<u>DUTIES</u>	:	Clinical: Provide specialist medical services in General cardiology, Co-ordinate and supervise clinical care and treatment of patients in General cardiology department. Participation in commuted overtime in accordance with the Commuted Overtime Policy. Participation in General cardiology teaching of junior clinical staff. Execute allocated roles to administrate and coordinate all General cardiology activities. Assist with clinical governance and quality assurance according to National Core Standards for General cardiology department including but not limited to management of complaints, litigations and Patient Safety Incidents. Conduct research and clinical audits including adverse events reporting. Evaluate junior staff performance in the department according to the hospital's PMDS processes. Co-operation and liaison with other departments within the hospital. Conflict management. Participation in management committees of Witbank Hospital. Cost containment within General cardiology department in accordance with the hospital's cost saving plan. Spearhead projects in accordance with the operational plan of the clinical services management unit. Management of other Remunerative Work Outside Public Service (RWOPS) for self and other clinical staff in compliance with the RWOPS policy. Performance of research within the department. Develop and enhance training and development of healthcare worker in General cardiology department. Training and supervision of Medical Officers and Medical Interns and Medical Students.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/130</u>	:	<u>MEDICAL SPECIALIST (SUB-SPECIALIALTY) GRADE 1: PAEDIATRIC CARDIOLOGY REF NO: MPDOH/JULY/25/132</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R1 553 670 – R1 647 630 per annum Witbank Hospital (Nkangala District) Appropriate qualifications that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in General Cardiology (2025). A valid work permit will be required from non-South Africans. Grade 1: None after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of one 1-year relevant experience after registration with a recognized Foreign Professions and / or the HPCSA as a Medical Specialist in General Cardiology for foreign qualified employees.
<u>DUTIES</u>	:	Clinical: Provide specialist medical services in Paediatric cardiology, Co-ordinate and supervise clinical care and treatment of patients in Paediatric cardiology department. Participation in commuted overtime in accordance with the Commuted Overtime Policy. Participation in Paediatric cardiology teaching of junior clinical staff. Execute allocated roles to administrate and coordinate all Paediatric cardiology activities. Assist with clinical governance and quality assurance according to National Core Standards for Paediatric cardiology department including but not limited to management of complaints, litigations and Patient Safety Incidents. Conduct research and clinical audits including adverse events reporting. Evaluate junior staff performance in the department according to the hospital's PMDS processes. Co-operation and liaison with other departments within the hospital. Conflict management. Participation in management committees of Witbank Hospital. Cost containment within Paediatric cardiology department in accordance with the hospital's cost saving plan. Spearhead projects in accordance with the operational plan of the clinical services management unit. Management of other Remunerative Work Outside

		Public Service (RWOPS) for self and other clinical staff in compliance with the RWOPS policy. Performance of research within the department. Develop and enhance training and development of healthcare worker in Paediatric cardiology department. Training and supervision of Medical Officers and Medical Interns and Medical Students
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/131</u>	:	<u>MEDICAL SPECIALIST (SUB-SPECIALIALTY) GRADE 1: PULMONOLOGIST REF NO: MPDOH/JULY/25/133</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R1 553 670 – R1 647 630 per annum Witbank Hospital (Nkangala District) Appropriate qualifications that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Pulmonologist (2025). A valid work permit will be required from non-South Africans. Grade 1: None after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of one 1-year relevant experience after registration with a recognized Foreign Professions and / or the HPCSA as a Medical Specialist in Pulmonologist for foreign qualified employees.
<u>DUTIES</u>	:	Clinical: Provide specialist medical services in pulmonology, Co-ordinate and supervise clinical care and treatment of patients in pulmonology department. Participation in commuted overtime in accordance with the Commuted Overtime Policy. Participation in teaching junior clinical staff. Execute allocated roles to administrate and coordinate all pulmonology activities. Assist with clinical governance and quality assurance according to National Core Standards pulmonology department including but not limited to management of complaints, litigations and Patient Safety Incidents. Conduct research and clinical audits including adverse events reporting. Evaluate junior staff performance in the department according to the hospital's PMDS processes. Co-operation and liaison with other departments within the hospital and referral cluster. Conflict management. Participation in management committees of Witbank Hospital. Cost containment within the pulmonology department is in accordance with the hospital's cost-saving plan. Spearhead projects in accordance with the operational plan of the clinical services management unit. Management of other Remunerative Work Outside Public Service (RWOPS) for self and other clinical staff in compliance with the RWOPS policy. Performance of research within the department. Develop and enhance training and development of healthcare workers in t pulmonology department. Training and supervision of Medical Officers and Medical Interns and Medical Students.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/132</u>	:	<u>MEDICAL SPECIALIST GRADE 1: CARDIOLOGY REF NO: MPDOH/JULY/25/134</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R1 341 855 – R1 422 810 per annum Rob Ferreira Hospital (Ehlanzeni District) Appropriate qualifications that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Cardiology (2025). A valid work permit will be required from non-South Africans. Grade 1: None after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of one 1-year relevant experience after registration with a recognized Foreign Professions and / or the HPCSA as a Medical Specialist in Cardiology for foreign qualified employees.
<u>DUTIES</u>	:	Clinical: Provide specialist medical services in Cardiology. Co-ordinate and supervise clinical care and treatment of patients in Cardiology department. Participation in commuted overtime in accordance with the Commuted Overtime Policy. Participation in Cardiology teaching of junior clinical staff. Execute allocated roles to administrate and coordinate all Cardiology activities. Assist with clinical governance and quality assurance according to National Core Standards for Cardiology department including but not limited to management of complaints, litigations and Patient Safety Incidents. Conduct research and clinical audits including adverse events reporting. Evaluate junior staff performance in the department according to the hospital's PMDS processes. Co-operation and liaison with other departments within the hospital. Conflict management. Participation in management committees of Rob

		Ferreira Hospital. Cost containment within Cardiology department in accordance with the hospital's cost saving plan. Spearhead projects in accordance with the operational plan of the clinical services management unit. Management of other Remunerative Work Outside Public Service (RWOPS) for self and other clinical staff in compliance with the RWOPS policy. Performance of research within the department. Develop and enhance training and development of healthcare worker in Cardiology department. Training and supervision of Medical Officers and Medical Interns and Medical Students.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/133</u>	:	<u>MEDICAL SPECIALIST GRADE 1: NEUROSURGERY REF NO: MPDOH/JULY/25/135</u>
<u>SALARY</u>	:	R1 341 855 – R1 422 810 per annum
<u>CENTRE</u>	:	Rob Ferreira Hospital (Ehlanzeni District)
<u>REQUIREMENTS</u>	:	Appropriate qualifications that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Neurosurgery (2025). A valid work permit will be required from non-South Africans. Grade 1: None after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of one 1-year relevant experience after registration with a recognized Foreign Professions and / or the HPCSA as a Medical Specialist in Neurosurgery for foreign qualified employees.
<u>DUTIES</u>	:	Clinical: Provide specialist medical services in Neurosurgery. Co-ordinate and supervise clinical care and treatment of patients in Neurosurgery department. Participation in commuted overtime in accordance with the Commuted Overtime Policy. Participation in Neurosurgery teaching of junior clinical staff. Execute allocated roles to administrate and coordinate all Cardiology activities. Assist with clinical governance and quality assurance according to National Core Standards for Neurosurgery department including but not limited to management of complaints, litigations and Patient Safety Incidents. Conduct research and clinical audits including adverse events reporting. Evaluate junior staff performance in the department according to the hospital's PMDS processes. Co-operation and liaison with other departments within the hospital. Conflict management. Participation in management committees of Rob Ferreira Hospital. Cost containment within Neurosurgery department in accordance with the hospital's cost saving plan. Spearhead projects in accordance with the operational plan of the clinical services management unit. Management of other Remunerative Work Outside Public Service (RWOPS) for self and other clinical staff in compliance with the RWOPS policy. Performance of research within the department. Develop and enhance training and development of healthcare worker in Neurosurgery department. Training and supervision of Medical Officers and Medical Interns and Medical Students.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/134</u>	:	<u>MEDICAL SPECIALIST GRADE 1: RADIOLOGY REF NO: MPDOH/JULY/25/137 (X2 POSTS)</u>
<u>SALARY</u>	:	R1 341 855 – R1 422 810 per annum
<u>CENTRE</u>	:	Rob Ferreira Hospital (Ehlanzeni District) Witbank Hospital (Nkangala District)
<u>REQUIREMENTS</u>	:	Appropriate qualifications that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Radiology (2025). A valid work permit will be required from non-South Africans. Grade 1: None after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of one 1-year relevant experience after registration with a recognized Foreign Professions and / or the HPCSA as a Medical Specialist in Radiology for foreign qualified employees.
<u>DUTIES</u>	:	Clinical: Provide specialist medical services in Radiology. Co-ordinate and supervise clinical care and treatment of patients in Radiology department. Participation in commuted overtime in accordance with the Commuted Overtime Policy. Participation in Radiology teaching of junior clinical staff. Execute allocated roles to administrate and coordinate all Radiology activities. Assist with clinical governance and quality assurance according to National Core Standards for Radiology department including but not limited to management of complaints, litigations and Patient Safety Incidents. Conduct

		research and clinical audits including adverse events reporting. Evaluate junior staff performance in the department according to the hospital's PMDS processes. Co-operation and liaison with other departments within the hospital. Conflict management. Participation in management committees of Witbank Hospital. Cost containment within Radiology department in accordance with the hospital's cost saving plan. Spearhead projects in accordance with the operational plan of the clinical services management unit. Management of other Remunerative Work Outside Public Service (RWOPS) for self and other clinical staff in compliance with the RWOPS policy. Performance of research within the department. Develop and enhance training and development of healthcare worker in Radiology department. Training and supervision of Medical Officers and Medical Interns and Medical Students.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/135</u>	:	<u>MEDICAL SPECIALIST GRADE 1: ONCOLOGY REF NO: MPDOH/JULY/25/138</u>
<u>SALARY</u>	:	R1 341 855 – R1 422 810 per annum
<u>CENTRE</u>	:	Witbank Hospital (Nkangala District)
<u>REQUIREMENTS</u>	:	Appropriate qualifications that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Oncology (2025). A valid work permit will be required from non-South Africans. Grade 1: None after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of one 1-year relevant experience after registration with a recognized Foreign Professions and / or the HPCSA as a Medical Specialist in Oncology for foreign qualified employees.
<u>DUTIES</u>	:	Co-ordinate and supervise clinical care and treatment of patients in Oncology department. Participation in commuted overtime. Participation in Oncology teaching of junior clinical staff. Administrate and coordinate all Oncology activities. Management of 24-hour Oncology services. Assist with clinical governance and quality assurance according to National Core Standards for Oncology department including but not limited to management of complaints, litigations and Patient Safety Incidents. Conduct research and clinical audits including adverse events reporting. Evaluate staff performance according to the hospital's PMDS processes. Co-operation and liaison with other departments within the hospital. Conflict management. Participation in management committees of Witbank Hospital. Cost containment within Oncology department in accordance with the hospital's cost saving plan. Spearhead projects in accordance with the operational plan of the clinical services management unit. Management of other Remunerative Work Outside Public Service (RWOPS) for self and other clinical staff. Performance of research within the department. Develop and enhance training and development of healthcare worker in Oncology department. Training and supervision of Medical Officers and Medical Interns and Medical Students.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/136</u>	:	<u>MEDICAL SPECIALIST GRADE 1-3: GENERAL SURGERY REF NO: MPDOH/JUL/25/142 (X4 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R1 341 855 - R1 422 810 per annum Grade 2: R1 531 032 - R1 623 609 per annum Grade 3: R1 773 222 - R2 212 680 per annum
<u>CENTRE</u>	:	Ermelo Hospital (X1 Post) (Gert Sibande District) Witbank Hospital (X1 Post) (Nkangala District) Mapulaneng Hospital (X1 Post) and Rob Ferreira Hospital (X1 Post) (Ehlanzeni District)
<u>REQUIREMENTS</u>	:	Appropriate qualifications that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in General Surgery (2025). A valid work permit will be required from non-South Africans. Sound knowledge of medical ethics. Multidisciplinary management and teamwork and experience in the respective medical discipline. Knowledge of current Health and Public Service regulations and policies. Skills in terms of consultations, history taking, examination, clinical assessment and clinical management. Grade 1: None after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of one 1-year relevant experience after

registration with a recognized Foreign Professions and / or the HPCSA as a Medical Specialist (General Surgery) for foreign qualified employees. **Grade: 2:** A minimum of five (5) years' experience after registration with the HPCSA as Medical Specialist (Independent Practice). A minimum of six (6) years relevant experience after registration with a recognized foreign health profession council and / or the HPCSA as a Medical Specialist (General Surgery) for foreign qualified employees. **Grade 3:** A minimum of ten (10) years' experience after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of eleven (11) years' relevant experience after registration with a recognized foreign health profession council and / or the HPCSA as a Medical Specialist (General Surgery) for qualified foreign employees.

DUTIES : Clinical: Provide specialist medical services in General Surgery. Co-ordinate and supervise clinical care and treatment of patients in General surgery department. Participation in commuted overtime in accordance with the Commuted Overtime Policy. Participation in General surgery teaching of junior clinical staff. Execute allocated roles to administrate and coordinate all General surgery activities. Assist with clinical governance and quality assurance according to National Core Standards for General surgery department including but not limited to management of complaints, litigations and Patient Safety Incidents. Conduct research and clinical audits including adverse events reporting. Evaluate junior staff performance in the department according to the hospital's PMDS processes. Co-operation and liaison with other departments within the hospital. Conflict management. Participation in management committees of Witbank Hospital. Cost containment within General surgery department in accordance with the hospital's cost saving plan. Spearhead projects in accordance with the operational plan of the clinical services management unit. Management of other Remunerative Work Outside Public Service (RWOPS) for self and other clinical staff in compliance with the RWOPS policy. Performance of research within the department. Develop and enhance training and development of healthcare worker in General surgery department. Training and supervision of Medical Officers and Medical Interns and Medical Students.

ENQUIRIES : Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 24/137 : **MEDICAL SPECIALIST GRADE 1-3: NEUROLOGY REF NO: MPDOH/JUL/25/143**

SALARY : Grade 1: R1 341 855 - R1 422 810 per annum
Grade 2: R1 531 032 - R1 623 609 per annum
Grade 3: R1 773 222 - R2 212 680 per annum

CENTRE REQUIREMENTS : Witbank Hospital (Nkangala District)
: Appropriate qualifications that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Neurology (2025). A valid work permit will be required from non-South Africans. Sound knowledge of medical ethics. Multidisciplinary management and teamwork and experience in the respective medical discipline. Knowledge of current Health and Public Service regulations and policies. Skills in terms of consultations, history taking, examination, clinical assessment and clinical management. **Grade 1:** None after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of one 1-year relevant experience after registration with a recognized Foreign Professions and / or the HPCSA as a Medical Specialist (Neurology) for foreign qualified employees. **Grade: 2:** A minimum of five (5) years' experience after registration with the HPCSA as Medical Specialist (Independent Practice). A minimum of six (6) years relevant experience after registration with a recognized foreign health profession council and / or the HPCSA as a Medical Specialist (Neurology) for foreign qualified employees. **Grade 3:** A minimum of ten (10) years' experience after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of eleven (11) years' relevant experience after registration with a recognized foreign health profession council and / or the HPCSA as a Medical Specialist (Neurology) for qualified foreign employees.

DUTIES : Clinical: Provide specialist medical services in Neurology. Co-ordinate and supervise clinical care and treatment of patients in Neurology department. Participation in commuted overtime in accordance with the Commuted Overtime Policy. Participation in Neurology teaching of junior clinical staff. Execute allocated roles to administrate and coordinate all General surgery activities. Assist with clinical governance and quality assurance according to National Core Standards for Neurology department including but not limited to

management of complaints, litigations and Patient Safety Incidents. Conduct research and clinical audits including adverse events reporting. Evaluate junior staff performance in the department according to the hospital's PMDS processes. Co-operation and liaison with other departments within the hospital. Conflict management. Participation in management committees of Witbank Hospital. Cost containment within Neurology department in accordance with the hospital's cost saving plan. Spearhead projects in accordance with the operational plan of the clinical services management unit. Management of other Remunerative Work Outside Public Service (RWOPS) for self and other clinical staff in compliance with the RWOPS policy. Performance of research within the department. Develop and enhance training and development of healthcare worker in Neurology department. Training and supervision of Medical Officers and Medical Interns and Medical Students.

ENQUIRIES : Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 24/138 : **MEDICAL SPECIALIST GRADE 1-3: PLASTIC SURGERY REF NO: MPDOH/JUL/25/144**

SALARY : Grade 1: R1 341 855 - R1 422 810 per annum
Grade 2: R1 531 032 - R1 623 609 per annum
Grade 3: R1 773 222 - R2 212 680 per annum

CENTRE REQUIREMENTS : Witbank Hospital (Nkangala District)
: Appropriate qualifications that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Plastic Surgery (2025). A valid work permit will be required from non-South Africans. Sound knowledge of medical ethics. Multidisciplinary management and teamwork and experience in the respective medical discipline. Knowledge of current Health and Public Service regulations and policies. Skills in terms of consultations, history taking, examination, clinical assessment and clinical management.
Grade 1: None after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of one 1-year relevant experience after registration with a recognized Foreign Professions and / or the HPCSA as a Medical Specialist (Plastic Surgery) for foreign qualified employees. **Grade: 2:** A minimum of five (5) years' experience after registration with the HPCSA as Medical Specialist (Independent Practice). A minimum of six (6) years relevant experience after registration with a recognized foreign health profession council and / or the HPCSA as a Medical Specialist (Plastic Surgery) for foreign qualified employees. **Grade 3:** A minimum of ten (10) years' experience after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of eleven (11) years' relevant experience after registration with a recognized foreign health profession council and / or the HPCSA as a Medical Specialist (Plastic Surgery) for qualified foreign employees.

DUTIES : Clinical management of Critical Care department, supervision and training of clinical staff, teaching of clinical staff, Assessment and immediate care of all Plastic Surgery patients. Provide support for other clinical departments, ensure departmental administration is in order. Participate in clinical governance. Ensure that there is clinical improvement plan to manage critical patients at Witbank Hospital and Nkangala District. Develop clinical protocols for the department. Provide leadership and promote effective working environmental clinical audits, sign performance management contract with the Clinical Manager and subordinates, ensure continuous professional development. Establish research programme to facilitate generation of new knowledge.

ENQUIRIES : Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 24/139 : **MEDICAL SPECIALIST GRADE 1-3: GASTROENTEROLOGY REF NO: MPDOH/JUL/25/145**

SALARY : Grade 1: R1 341 855 - R1 422 810 per annum
Grade 2: R1 531 032 - R1 623 609 per annum
Grade 3: R1 773 222 - R2 212 680 per annum

CENTRE REQUIREMENTS : Witbank Hospital (Nkangala District)
: Appropriate qualifications that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Gastroenterology (2025). A valid work permit will be required from non-South Africans. Sound knowledge of medical ethics. Multidisciplinary management and teamwork and

experience in the respective medical discipline. Knowledge of current Health and Public Service regulations and policies. Skills in terms of consultations, history taking, examination, clinical assessment and clinical management. **Grade 1:** None after registration with the HPCSA as a Medical Specialist (Independent Practice). Minimum of one 1-year relevant experience after registration with a recognized Foreign Professions and / or the HPCSA as a Medical Specialist (Gastroenterology) for foreign qualified employees. **Grade 2:** A minimum of five (5) years' experience after registration with the HPCSA as Medical Specialist (Independent Practice). A minimum of six (6) years relevant experience after registration with a recognized foreign health profession council and / or the HPCSA as a Medical Specialist (Gastroenterology) for qualified foreign employees. **Grade 3:** A minimum of ten (10) years' experience after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of eleven (11) years' relevant experience after registration with a recognized foreign health profession council and / or the HPCSA as a Medical Specialist (Gastroenterology) for qualified foreign employees.

DUTIES

: Clinical: Provide specialist medical services in Gastroenterology. Co-ordinate and supervise clinical care and treatment of patients in Gastroenterology department. Participation in commuted overtime in accordance with the Commuted Overtime Policy. Participation in Gastroenterology teaching of junior clinical staff. Execute allocated roles to administrate and coordinate all Gastroenterology activities. Assist with clinical governance and quality assurance according to National Core Standards for Gastroenterology department including but not limited to management of complaints, litigations and Patient Safety Incidents. Conduct research and clinical audits including adverse events reporting. Evaluate junior staff performance in the department according to the hospital's PMDS processes. Co-operation and liaison with other departments within the hospital. Conflict management. Participation in management committees of Witbank Hospital. Cost containment within General surgery department in accordance with the hospital's cost saving plan. Spearhead projects in accordance with the operational plan of the clinical services management unit. Management of other Remunerative Work Outside Public Service (RWOPS) for self and other clinical staff in compliance with the RWOPS policy. Performance of research within the department. Develop and enhance training and development of healthcare worker in Gastroenterology department. Training and supervision of Medical Officers and Medical Interns and Medical Students.

ENQUIRIES

: Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 24/140

: **MEDICAL SPECIALIST GRADE 1-3: CLINICAL HAEMATOLOGIST REF NO: MPDOH/JUL/25/145**

SALARY

: Grade 1: R1 341 855 - R1 422 810 per annum
Grade 2: R1 531 032 - R1 623 609 per annum
Grade 3: R1 773 222 - R2 212 680 per annum

CENTRE REQUIREMENTS

: Witbank Hospital (Nkangala District)
: Appropriate qualifications that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Clinical Haematologist (2025). A valid work permit will be required from non-South Africans. Sound knowledge of medical ethics. Multidisciplinary management and teamwork and experience in the respective medical discipline. Knowledge of current Health and Public Service regulations and policies. Skills in terms of consultations, history taking, examination, clinical assessment and clinical management. **Grade 1:** None after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of one 1-year relevant experience after registration with a recognized Foreign Professions and / or the HPCSA as a Medical Specialist (Clinical Haematologist) for foreign qualified employees. **Grade: 2:** A minimum of five (5) years' experience after registration with the HPCSA as Medical Specialist (Independent Practice). A minimum of six (6) years' relevant experience after registration with a recognized foreign health profession council and / or the HPCSA as a Medical Specialist (Clinical Haematologist) for qualified foreign employees. **Grade 3:** A minimum of ten (10) years' experience after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of eleven (11) years' relevant experience after registration with a recognized foreign health profession council and / or the HPCSA as a Medical Specialist (Clinical Haematologist) for qualified foreign employees.

<u>DUTIES</u>	:	Clinical: Provide specialist medical services in Clinical Haematology Co-ordinate and supervise clinical care and treatment of patients in Clinical Haematology department. Participation in commuted overtime in accordance with the Commuted Overtime Policy. Participation in Clinical Haematology teaching of junior clinical staff. Execute allocated roles to administrate and coordinate all Clinical Haematology activities. Assist with clinical governance and quality assurance according to National Core Standards for Clinical Haematology department including but not limited to management of complaints, litigations and Patient Safety Incidents. Conduct research and clinical audits including adverse events reporting. Evaluate junior staff performance in the department according to the hospital's PMDS processes. Co-operation and liaison with other departments within the hospital. Conflict management. Participation in management committees of Witbank Hospital. Cost containment within Clinical Haematology department in accordance with the hospital's cost saving plan. Spearhead projects in accordance with the operational plan of the clinical services management unit. Management of other Remunerative Work Outside Public Service (RWOPS) for self and other clinical staff in compliance with the RWOPS policy. Performance of research within the department. Develop and enhance training and development of healthcare worker in Clinical Haematology department. Training and supervision of Medical Officers and Medical Interns and Medical Students.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/141</u>	:	<u>MEDICAL SPECIALIST GRADE 1-3: ORTHODONTIST REF NO: MPDOH/JUL/25/147</u>
<u>SALARY</u>	:	Grade 1: R1 341 855 - R1 422 810 per annum Grade 2: R1 531 032 - R1 623 609 per annum Grade 3: R1 773 222 - R2 212 680 per annum
<u>CENTRE REQUIREMENTS</u>	:	Witbank Hospital (Nkangala District)
	:	Appropriate qualifications that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Orthodontist (2025). A valid work permit will be required from non-South Africans. Sound knowledge of medical ethics. Multidisciplinary management and teamwork and experience in the respective medical discipline. Knowledge of current Health and Public Service regulations and policies. Skills in terms of consultations, history taking, examination, clinical assessment and clinical management. Grade 1: None after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of one 1-year relevant experience after registration with a recognized Foreign Professions and / or the HPCSA as a Medical Specialist (Orthodontist) for foreign qualified employees. Grade: 2: A minimum of five (5) years' experience after registration with the HPCSA as Medical Specialist (Independent Practice). A minimum of six (6) years' relevant experience after registration with a recognized foreign health profession council and / or the HPCSA as a Medical Specialist (Orthodontist) for qualified foreign employees. Grade 3: A minimum of ten (10) years' experience after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of eleven (11) years' relevant experience after registration with a recognized foreign health profession council and / or the HPCSA as a Medical Specialist (Orthodontist) for qualified foreign employees. Knowledge, Skills, Training and Competences Required: Sound knowledge of medical ethics. Multidisciplinary management and teamwork and experience in the respective medical discipline. Sound clinical knowledge. Competency and skills in general clinical domains. The ability to work independently and under pressure and beyond normal working hours and work with diverse teams. Good communication, leadership, interpersonal, and supervisory skills. An ability to manage patients independently, diligently, responsibility and engagement when necessary. Knowledge of current health policies, legislation, programs and priorities within the domain. Ability to teach, guide and junior staff within the department. Behavioural Attributes: Stress tolerance, to work within a team, self-confidence and the ability to build and maintain good relationships.
<u>DUTIES</u>	:	Clinical: Provide specialist medical services in Orthodontist, Co-ordinate and supervise clinical care and treatment of patients in Orthodontist department. Participation in Orthodontist teaching of junior clinical staff. Execute allocated roles to administrate and coordinate all Orthodontist activities. Assist with clinical governance and quality assurance according to National Core Standards for Orthodontist department including but not limited to management of complaints, litigations and Patient Safety Incidents. Conduct research and clinical audits including adverse events reporting. Co-operation

and liaison with other departments within the hospital. Conflict management. Participation in management committees of Witbank Hospital. Cost containment within Orthodontist department in accordance with the hospital's cost saving plan. Spearhead projects in accordance with the operational plan of the clinical services management unit. Performance of research within the department. Develop and enhance training and development of healthcare workers in the Orthodontist department. Training and supervision of Medical Officers and Medical Interns and Medical Students.

ENQUIRIES : Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 24/142 : **MEDICAL SPECIALIST GRADE 1-3: OBSTETRICS & GYNAECOLOGY REF NO: MPDOH/JUL/25/148**

SALARY : Grade 1: R1 341 855 - R1 422 810 per annum
Grade 2: R1 531 032 - R1 623 609 per annum
Grade 3: R1 773 222 - R2 212 680 per annum

CENTRE : Mapulaneng Hospital (Ehlanzeni District)
REQUIREMENTS : Appropriate qualifications that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Obstetrics & Gynaecology (2025). A valid work permit will be required from non-South Africans. Sound knowledge of medical ethics. Multidisciplinary management and teamwork and experience in the respective medical discipline. Knowledge of current Health and Public Service regulations and policies. Skills in terms of consultations, history taking, examination, clinical assessment and clinical management. **Grade 1:** None after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of one 1-year relevant experience after registration with a recognized Foreign Professions and / or the HPCSA as a Medical Specialist (Obstetrics & Gynaecology) for foreign qualified employees. **Grade: 2:** A minimum of five (5) years' experience after registration with the HPCSA as Medical Specialist (Independent Practice). A minimum of six (6) years' relevant experience after registration with a recognized foreign health profession council and / or the HPCSA as a Medical Specialist (Obstetrics & Gynaecology) for qualified foreign employees. **Grade 3:** A minimum of ten (10) years' experience after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of eleven (11) years' relevant experience after registration with a recognized foreign health profession council and / or the HPCSA as a Medical Specialist (Obstetrics & Gynaecology) for qualified foreign employees. Knowledge, skills, Training and Competences required. Sound knowledge of medical ethics. Multidisciplinary management and teamwork and experience in the respective medical discipline. Sound clinical knowledge. Competency and skills in general clinical domains. The ability to work independently and under pressure and beyond normal working hours and work with diverse team. Good communication, leadership, interpersonal, and engage when necessary. Knowledge of current health policies, legislation, programs and priorities within the domain. Ability to teach and guide junior staff within the department. Behavioural Attributes: Stress tolerance, to work within a team, self-confidence and the ability to build and maintain good relationship.

DUTIES : Supervising the management of and managing Obstetrics & Gynaecology and coordinate services. To execute duties and functions with proficiency, to support the aims and objectives of the institution that consistent with standards of patient care. Accept responsibility for the management of patients admitted in a level 2/3 package of service facility. Assist in the preparation and implementation of guidelines and protocols. Participate in academic and training programs. Assist with clinical audits actively participate in continuous professional development. Provide support to hospital management towards an efficient standard of patient care and services maintained. Comply with the performance Management and Development System (conducting quarterly reviews and final assessment).

ENQUIRIES : Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 24/143 : **MEDICAL SPECIALIST GRADE 1-3: ANAESTHESIOLOGY REF NO: MPDOH/JUL/25/150 (X2 POSTS)**

SALARY : Grade 1: R1 341 855 - R1 422 810 per annum

	Grade 2: R1 531 032 - R1 623 609 per annum Grade 3: R1 773 222 - R2 212 680 per annum
<u>CENTRE</u>	: Rob Ferreira Hospital (X1 Post) (Ehlanzeni District) Ermelo Hospital (X1 Post) (Gert Sibande District)
<u>REQUIREMENTS</u>	: Appropriate qualifications that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Anaesthesiology (2025). A valid work permit will be required from non-South Africans. Sound knowledge of medical ethics. Multidisciplinary management and teamwork and experience in the respective medical discipline. Knowledge of current Health and Public Service regulations and policies. Skills in terms of consultations, history taking, examination, clinical assessment and clinical management. Grade 1: None after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of one 1-year relevant experience after registration with a recognized Foreign Professions and / or the HPCSA as a Medical Specialist (Anaesthesiology) for foreign qualified employees. Grade: 2: A minimum of five (5) years' experience after registration with the HPCSA as Medical Specialist (Independent Practice). A minimum of six (6) years' relevant experience after registration with a recognized foreign health profession council and / or the HPCSA as a Medical Specialist (Anaesthesiology) for qualified foreign employees. Grade 3: A minimum of ten (10) years' experience after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of eleven (11) years' relevant experience after registration with a recognized foreign health profession council and / or the HPCSA as a Medical Specialist (Anaesthesiology) for qualified foreign employees. Knowledge, Skills, Training and Competences Required: Sound knowledge of medical ethics. 149 Multidisciplinary management and teamwork and experience in the respective medical discipline. Sound clinical knowledge. Competency and skills in general clinical domains. The ability to work independently and under pressure and beyond normal working hours and work with diverse teams. Good communication, leadership, interpersonal, and supervisory skills. An ability to manage patients independently, diligently, responsibility and engagement when necessary. Knowledge of current health policies, legislation, programs and priorities within the domain. Ability to teach, guide and junior staff within the department. Behavioural Attributes: Stress tolerance, to work within a team, self-confidence and the ability to build and maintain good relationships.
<u>DUTIES</u>	: Supervising the management of and managing Anaesthesiology and coordinate services. To execute duties and function with proficiency, to support the aims and objectives of the Institution that are consistent with standards of patient care. Accept responsibility for the management of patients admitted in a level 2/3 package of service facility. Assist in the preparation and implementation of guidelines and protocols. Participate in academic and training programs. Sound clinical knowledge with regard to medicine. Ability to deal with all medical emergencies. Knowledge of ethical medical practice. Assist with clinical audits actively participate in continuous professional development. Providing support to hospital management towards an efficient standard of patient care and services is maintained. Comply with the Performance Management and Development System (contacting, quarterly reviews and final assessment).
<u>ENQUIRIES</u>	: Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/144</u>	: <u>MEDICAL SPECIALIST GRADE 1-3: ENT REF NO: MPDOH/JUL/25/151</u>
<u>SALARY</u>	: Grade 1: R1 341 855 - R1 422 810 per annum Grade 2: R1 531 032 - R1 623 609 per annum Grade 3: R1 773 222 - R2 212 680 per annum
<u>CENTRE</u>	: Rob Ferreira Hospital (Ehlanzeni District)
<u>REQUIREMENTS</u>	: Appropriate qualifications that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in ENT (2025). A valid work permit will be required from non-South Africans. Sound knowledge of medical ethics. Multidisciplinary management and teamwork and experience in the respective medical discipline. Knowledge of current Health and Public Service regulations and policies. Skills in terms of consultations, history taking, examination, clinical assessment and clinical management. Grade 1: None after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of one 1-year relevant experience after registration with a recognized Foreign Professions and / or the HPCSA as a Medical Specialist (ENT) for foreign qualified employees. Grade: 2: A minimum of five (5) years' experience after registration with the HPCSA as Medical Specialist (Independent Practice).

A minimum of six (6) years' relevant experience after registration with a recognized foreign health profession council and / or the HPCSA as a Medical Specialist (ENT) for qualified foreign employees. **Grade 3:** A minimum of ten (10) years' experience after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of eleven (11) years' relevant experience after registration with a recognized foreign health profession council and / or the HPCSA as a Medical Specialist (ENT) for qualified foreign employees. Knowledge, Skills, Training and Competences Required: Sound knowledge of medical ethics. Multidisciplinary management and teamwork and experience in the respective medical discipline. Sound clinical knowledge. Competency and skills in general clinical domains. The ability to work independently and under pressure and beyond normal working hours and work with diverse teams. Good communication, leadership, interpersonal, and supervisory skills. An ability to manage patients independently, diligently, responsibility and engagement when necessary. Knowledge of current health policies, legislation, programs and priorities within the domain. Ability to teach, guide and junior staff within the department. Behavioural Attributes: Stress tolerance, to work within a team, self-confidence and the ability to build and maintain good relationships.

DUTIE : Supervising the management of and managing ENT and coordinating services. To execute duties and functions with proficiency, to support the aims and objectives of the Institution that are consistent with standards of patient care. Accept responsibility for the management of patients admitted in a level 2/3 package of service facility. Assist in the preparation and implementation of guidelines and protocols. Participate in academic and training programs. Sound clinical knowledge with regard to medicine. Ability to deal with all 151 medical emergencies. Knowledge of ethical medical practice. Assist with clinical audits actively participate in continuous professional development. Providing support to hospital management towards an efficient standard of patient care and services is maintained. Comply with the Performance Management and Development System (contacting, quarterly reviews and final assessment).

ENQUIRIES : Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 24/145 : **MEDICAL SPECIALIST GRADE 1-3: ORTHOPAEDIC REF NO: MPDOH/JUL/25/152**

SALARY : Grade 1: R1 341 855 - R1 422 810 per annum
Grade 2: R1 531 032 - R1 623 609 per annum
Grade 3: R1 773 222 - R2 212 680 per annum

CENTRE : Themba Hospital (Ehlanzeni District)
REQUIREMENTS : Appropriate qualifications that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Orthopaedic (2025). A valid work permit will be required from non-South Africans. Sound knowledge of medical ethics. Multidisciplinary management and teamwork and experience in the respective medical discipline. Knowledge of current Health and Public Service regulations and policies. Skills in terms of consultations, history taking, examination, clinical assessment and clinical management. **Grade 1:** None after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of one 1-year relevant experience after registration with a recognized Foreign Professions and / or the HPCSA as a Medical Specialist (Orthopaedic) for foreign qualified employees. **Grade: 2:** A minimum of five (5) years' experience after registration with the HPCSA as Medical Specialist (Independent Practice). A minimum of six (6) years' relevant experience after registration with a recognized foreign health profession council and / or the HPCSA as a Medical Specialist (Orthopaedic) for qualified foreign employees. **Grade 3:** A minimum of ten (10) years' experience after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of eleven (11) years' relevant experience after registration with a recognized foreign health profession council and / or the HPCSA as a Medical Specialist (Orthopaedic) for qualified foreign employees. Knowledge, Skills, Training and Competences Required: Sound knowledge of medical ethics. Multidisciplinary management and teamwork and experience in the respective medical discipline. Sound clinical knowledge. Competency and skills in general clinical domains. The ability to work independently and under pressure and beyond normal working hours and work with diverse teams. Good communication, leadership, interpersonal, and supervisory skills. An ability to manage patients independently, diligently, responsibility and engagement when necessary. Knowledge of current health policies, legislation, programs

		and priorities within the domain. Ability to teach, guide and junior staff within the department. Behavioural Attributes: Stress tolerance, to work within a team, self-confidence and the ability to build and maintain good relationships.
<u>DUTIES</u>	:	Supervising the management of and managing Orthopaedic and coordinate services. To execute duties and function with proficiency, to support the aims and objectives of the Institution that are consistent with standards of patient care. Accept responsibility for the management of patients admitted in a level 2/3 package of service facility. Assist in the preparation and implementation of guidelines and protocols. Participate in academic and training programs. Sound clinical knowledge with regard to medicine. Ability to deal with all medical emergencies. Knowledge of ethical medical practice. Assist with clinical audits actively participate in continuous professional development. Providing support to hospital management towards an efficient standard of patient care and services is maintained. Comply with the Performance Management and Development System (contacting, quarterly reviews and final assessment).
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/146</u>	:	<u>MEDICAL SPECIALIST GRADE 1-3: PAEDIATRIC REF NO: MPDOH/JUL/25/153</u>
<u>SALARY</u>	:	Grade 1: R1 341 855 - R1 422 810 per annum Grade 2: R1 531 032 - R1 623 609 per annum Grade 3: R1 773 222 - R2 212 680 per annum
<u>CENTRE REQUIREMENTS</u>	:	Ermelo Hospital (Gert Sibande District)
	:	Appropriate qualifications that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Paediatric (2025). A valid work permit will be required from non-South Africans. Sound knowledge of medical ethics. Multidisciplinary management and teamwork and experience in the respective medical discipline. Knowledge of current Health and Public Service regulations and policies. Skills in terms of consultations, history taking, examination, clinical assessment and clinical management. Grade 1: None after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of one 1-year relevant experience after registration with a recognized Foreign Professions and / or the HPCSA as a Medical Specialist (Paediatric) for foreign qualified employees. Grade 2: A minimum of five (5) years' experience after registration with the HPCSA as Medical Specialist (Independent Practice). A minimum of six (6) years' relevant experience after registration with a recognized foreign health profession council and / or the HPCSA as a Medical Specialist (Paediatric) for qualified foreign employees. Grade 3: A minimum of ten (10) years' experience after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of eleven (11) years' relevant experience after registration with a recognized foreign health profession council and / or the HPCSA as a Medical Specialist (Paediatric) for qualified foreign employees. Knowledge, Skills, Training and Competences Required: Sound knowledge of medical ethics. Multidisciplinary management and teamwork and experience in the respective medical discipline. Sound clinical knowledge. Competency and skills in general clinical domains. The ability to work independently and under pressure and beyond normal working hours and work with diverse teams. Good communication, leadership, interpersonal, and supervisory skills. An ability to manage patients independently, diligently, responsibility and engagement when necessary. Knowledge of current health policies, legislation, programs and priorities within the domain. Ability to teach, guide and junior staff within the department. Behavioural Attributes: Stress tolerance, to work within a team, self-confidence and the ability to build and maintain good relationships.
<u>DUTIES</u>	:	Supervising the management of and managing Paediatric and coordinate services. To execute duties and function with proficiency, to support the aims and objectives of the Institution that are consistent with standards of patient care. Accept responsibility for the management of patients admitted in a level 2/3 package of service facility. Assist in the preparation and implementation of guidelines and protocols. Participate in academic and training programs. Sound clinical knowledge with regard to medicine. Ability to deal with all medical emergencies. Knowledge of ethical medical practice. Assist with clinical audits actively participate in continuous professional development. Providing support to hospital management towards an efficient standard of patient care and services is maintained. Comply with the Performance Management and Development System (contacting, quarterly reviews and final assessment).

<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/147</u>	:	<u>MEDICAL SPECIALIST GRADE 1-3: INTERNAL MEDICINE REF NO: MPDOH/JUL/25/154</u>
<u>SALARY</u>	:	Grade 1: R1 341 855 - R1 422 810 per annum Grade 2: R1 531 032 - R1 623 609 per annum Grade 3: R1 773 222 - R2 212 680 per annum
<u>CENTRE REQUIREMENTS</u>	:	Ermelo Hospital (Gert Sibande District) Appropriate qualifications that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Internal Medicine (2025). A valid work permit will be required from non-South Africans. Sound knowledge of medical ethics. Multidisciplinary management and teamwork and experience in the respective medical discipline. Knowledge of current Health and Public Service regulations and policies. Skills in terms of consultations, history taking, examination, clinical assessment and clinical management. Grade 1: None after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of one 1-year relevant experience after registration with a recognized Foreign Professions and / or the HPCSA as a Medical Specialist (Internal Medicine) for foreign qualified employees. Grade 2: A minimum of five (5) years' experience after registration with the HPCSA as Medical Specialist (Independent Practice). A minimum of six (6) years' relevant experience after registration with a recognized foreign health profession council and / or the HPCSA as a Medical Specialist (Internal Medicine) for qualified foreign employees. Grade 3: A minimum of ten (10) years' experience after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of eleven (11) years' relevant experience after registration with a recognized foreign health profession council and / or the HPCSA as a Medical Specialist (Internal Medicine) for qualified foreign employees. Knowledge, Skills, Training and Competences Required: Sound knowledge of medical ethics. Multidisciplinary management and teamwork and experience in the respective medical discipline. Sound clinical knowledge. Competency and skills in general clinical domains. The ability to work independently and under pressure and beyond normal working hours and work with diverse teams. Good communication, leadership, interpersonal, and supervisory skills. An ability to manage patients independently, diligently, responsibility and engagement when necessary. Knowledge of current health policies, legislation, programs and priorities within the domain. Ability to teach, guide and junior staff within the department. 150 Behavioural Attributes: Stress tolerance, working within a team, self-confidence and the ability to build and maintain good relationships. Knowledge of ethical medical practice.
<u>DUTIES</u>	:	Supervising the management of and managing Internal Medicine and coordinate services. To execute duties and function with proficiency, to support the aims and objectives of the Institution that are consistent with standards of patient care. Accept responsibility for the management of patients admitted in a level 2/3 package of service facility. Assist in the preparation and implementation of guidelines and protocols. Participate in academic and training programs. Sound clinical knowledge with regard to medicine. Ability to deal with all medical emergencies. Assist with clinical audits actively participate in continuous professional development. Providing support to hospital management towards an efficient standard of patient care and services is maintained. Comply with the Performance Management and Development System (contacting, quarterly reviews and final assessment)
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/148</u>	:	<u>MEDICAL SPECIALIST GRADE 1-3: PSYCHIATRIC REF NO: MPDOH/JUL/25/155</u>
<u>SALARY</u>	:	Grade 1: R1 341 855 - R1 422 810 per annum Grade 2: R1 531 032 - R1 623 609 per annum Grade 3: R1 773 222 - R2 212 680 per annum
<u>CENTRE REQUIREMENTS</u>	:	Ermelo Hospital (Gert Sibande District) Appropriate qualifications that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Psychiatric (2025). A valid work permit will be required from non-South Africans. Sound knowledge

of medical ethics. Multidisciplinary management and teamwork and experience in the respective medical discipline. Knowledge of current Health and Public Service regulations and policies. Skills in terms of consultations, history taking, examination, clinical assessment and clinical management. **Grade 1:** None after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of one 1-year relevant experience after registration with a recognized Foreign Professions and / or the HPCSA as a Medical Specialist (Psychiatric) for foreign qualified employees. **Grade 2:** A minimum of five (5) years' experience after registration with the HPCSA as Medical Specialist (Independent Practice). A minimum of six (6) years' relevant experience after registration with a recognized foreign health profession council and / or the HPCSA as a Medical Specialist (Psychiatric) for qualified foreign employees. **Grade 3:** A minimum of ten (10) years' experience after registration with the HPCSA as Medical Specialist (Independent Practice). Minimum of eleven (11) years' relevant experience after registration with a recognized foreign health profession council and / or the HPCSA as a Medical Specialist (Psychiatric) for qualified foreign employees. Knowledge, Skills, Training and Competences Required: Sound knowledge of medical ethics. Multidisciplinary management and teamwork and experience in the respective medical discipline. Sound clinical knowledge. Competency and skills in general clinical domains. The ability to work independently and under pressure and beyond normal working hours and work with diverse teams. Good communication, leadership, interpersonal, and supervisory skills. An ability to manage patients independently, diligently, responsibility and engagement when necessary. Knowledge of current health policies, legislation, programs and priorities within the domain. Ability to teach, guide and junior staff within the department. Behavioural Attributes: Stress tolerance, to work within a team, self-confidence and the ability to build and maintain good relationships.

DUTIES

: Supervising the management of and managing Psychiatric and coordinate services. To execute duties and functions with proficiency, to support the aims and objectives of the Institution that are consistent with standards of patient care. Accept responsibility for the management of patients admitted in a level 2/3 package of service facility. Assist in the preparation and implementation of guidelines and protocols. Participate in academic and training programs. Assist with clinical audits and actively participate in continuous professional development. Providing support to hospital management towards an efficient standard of patient care and services is maintained. Comply with the Performance Management and Development System (contacting, quarterly reviews and final assessment).

ENQUIRIES

: Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 24/149

: **ASSISTANT MANAGER NURSING (PB-B4): CASUALTY / ONCOLOGY / RENAL REF NO: MPDOH/JUL/25/156**

SALARY CENTRE

: R755 355 - R863 667 per annum
: Rob Ferreira Hospital (Ehlanzeni District)

REQUIREMENTS

: Senior Certificate / Grade 12 plus Basic R425 qualification (i.e. Diploma / Degree in Nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse (2025). A post-basic nursing qualification, with a duration of at least 1 year, accredited with the SANC in Trauma & Emergency / Oncology / Renal Nursing Science. A minimum of ten (10) years appropriate / recognisable experience in nursing after registration as a Professional Nurse with the SANC in general nursing. At least six (6) years of the period referred to above must be appropriate / recognisable experience in the Specific Specialty after obtaining the 1-year post-basic qualification in the relevant specialty. At least three (3) years of the period referred to above must be appropriate / recognisable experience at management level. A valid driver's licence. Skills: Knowledge of nursing care process and procedures, nursing statutes and other relevant legal framework such as Nursing Act, Health Act, Occupational Health and Safety Act 44 Patient's Right Charter, Batho-Pele Principles, Sound Knowledge and skills in implementing disciplinary code and procedure, grievance procedure Leadership, Organisational decision-making solving abilities within the limit of the public sector and Institutional policy framework. Good interpersonal skills including public relation, negotiating, conflict handling and counselling skills. Knowledge of financial and budgetary prescripts and process pertaining to the relevant resources under management. Insight into public health sector strategies and priorities, standard procedures and policies pertaining to nurse care, computer skills in basic programs.

<u>DUTIES</u>	:	Provide effective management and professional leadership in the specialized units and Casualty / Oncology / Renal units. Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues including more complex report writing when required. Effective management, utilization and supervision of all resources. Display a concern for patients, promoting advocating and facilitating proper treatment and care. Ensure that the units adhere to the principles of clinical governance, including the Nursing strategy. Exercise control of discipline, grievance and any labour related issues in terms of laid down procedures. Provide supportive supervision and comply with PMDS evaluation of staff, formulate training programs and participate in training and development of staff and nursing students, monitor implementation of PMDS.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/150</u>	:	<u>OPERATIONAL MANAGER NURSING (PN-B3): BURNS & PLASTIC UNIT (TRAUMA & EMERGENCY ICU REF NO: MPDOH/JULY/25/157)</u>
<u>SALARY</u>	:	R693 096 – R789 861 per annum
<u>CENTRE</u>	:	Rob Ferreira Hospital (Ehlanzeni District)
<u>REQUIREMENTS</u>	:	Senior Certificate / Grade 12 plus Basic R425 qualification (i.e. Diploma/ Degree in Nursing) that allows registration with the 'South African Nursing Council' (SANC) as a Professional Nurse (2025). A post basic nursing qualification, with a duration of at least one (01) year accredited with the SANC in terms Government 47 Notice R212 in Trauma and Emergency / Intensive Care Nursing Science. Diploma/Degree in nursing management. Minimum of ten (09) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with South African Nursing Council (SANC) in General Nursing At least six (05) years of period referred to above must be appropriate/recognizable in the specific specialty after obtaining the one (01) year post basic qualification in Trauma and Emergency / Intensive Care Nursing Science. At least three (03) years of the period referred to above must be an appropriate/recognizable experience at Management Level. Competencies/Knowledge/Skills: Knowledge of legal prescripts that regulate nursing and health services. Computer literacy i.e. (MS Word, Power Point). Ability to work independently and innovatively. Facilitation and presentation skills, problem solving and decision-making skills. Demonstrate an in-depth understanding of nursing legislation and related legal and ethical nursing practice.
<u>DUTIES</u>	:	Provide effective management and professional leadership in the specialized units of Trauma and Emergency / Intensive Care Unit. Demonstrate effective communication with patients, supervisors, other health professional and junior colleagues including more complex report writing when required Effective management, utilization and supervision of all resources. Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensure that the unit adheres to the principles of Batho Pele Maintain clinical competence by ensuring that scientific principles of nursing and clinical governance are implemented. Exercise control of discipline, grievance and any labour related issues in terms of laid down procedures. Provide supportive supervision and comply with PMDS evaluation of staff, formulate training programs and participate in training and development of staff and nursing students. Monitor implementation of Disaster management, monitor implementation of Norms & Standards and Ideal Hospital Realization Framework and interpret its impact on service delivery thereof. Co-ordinate and participate in health promotion activities and monitor and evaluation of data. Demonstrate basic computer literacy as a support tool to enhance service delivery.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/151</u>	:	<u>OPERATIONAL MANAGER NURSING (PN-B3): NEONATAL UNIT REF NO: MPDOH/JULY/25/158</u>
<u>SALARY</u>	:	R693 096 – R789 861 per annum
<u>CENTRE</u>	:	Rob Ferreira Hospital (Ehlanzeni District)
<u>REQUIREMENTS</u>	:	Senior Certificate / Grade 12 plus Basic R425 qualification (i.e. Diploma/ Degree in Nursing) that allows registration with the 'South African Nursing

Council' (SANC) as a Professional Nurse (2025). A post basic nursing qualification, with a duration of at least one (01) year accredited with the SANC in terms Government 47 Notice R212 in Advanced Midwifery & Neonatal Nursing / Intensive Care Nursing Science. Diploma/Degree in nursing management. Minimum of ten (09) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with South African Nursing Council (SANC) in General Nursing At least six (05) years of period referred to above must be appropriate/recognizable in the specific specialty after obtaining the one (01) year post basic qualification in Advanced Midwifery & Neonatal Nursing / Intensive Care Nursing Science. At least three (03) years of the period referred to above must be an appropriate/recognizable experience at Management Level. Competencies/Knowledge/Skills: Knowledge of legal prescripts that regulate nursing and health services. Computer literacy i.e. (MS Word, Power Point). Ability to work independently and innovatively. Facilitation and presentation skills, problem solving and decision-making skills. Demonstrate an in-depth understanding of nursing legislation and related legal and ethical nursing practice.

DUTIES

: Provide effective management and professional leadership in the specialized units of Neonatal Unit. Demonstrate effective communication with patients, supervisors, other health professional and junior colleagues including more complex report writing when required Effective management, utilization and supervision of all resources Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensure that the unit adheres to the principles of Batho Pele Maintain clinical competence by ensuring that scientific principles of nursing and clinical governance are implemented. Exercise control of discipline, grievance and any labour related issues in terms of laid down procedures. Provide supportive supervision and comply with PMDS evaluation of staff, formulate training programs and participate in training and development of staff and nursing students Monitor implementation of Disaster management, monitor implementation of NCS and Ideal Hospital Realization Framework and interpret its impact on service delivery thereof. Co-ordinate and participate in health promotion activities and monitor and evaluation of data Demonstrate basic computer literacy as a support tool to enhance service delivery.

ENQUIRIES

: Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 24/152

: **OPERATIONAL MANAGER NURSING (PN-B3): PAEDIATRIC/CHILD NURSING SCIENCE REF NO: MPDOH/JULY/25/159**

SALARY CENTRE REQUIEREMENTS

: R693 096 – R789 861 per annum
: Witbank Hospital (Nkangala District)
: Senior Certificate / Grade 12 plus Basic R425 qualification (i.e. Diploma/Degree in Nursing) that allows registration with the 'South African Nursing Council' (SANC) as a Professional Nurse (2025). A post basic nursing qualification, with a duration of at least one (01) year accredited with the SANC in terms Government 47 Notice R212 in Paediatric/Child Nursing science. Diploma/Degree in nursing management. Minimum of ten (09) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with South African Nursing Council (SANC) in General Nursing At least six (05) years of period referred to above must be appropriate/recognizable in the specific specialty after obtaining the one (01) year post basic qualification in Paediatric/Child Nursing science. At least three (03) years of the period referred to above must be an appropriate/recognizable experience at Management Level. Competencies/Knowledge/Skills: Knowledge of legal prescripts that regulate nursing and health services. Computer literacy i.e. (MS Word, Power Point). Ability to work independently and innovatively. Facilitation and presentation skills, problem solving and decision-making skills. Demonstrate an in-depth understanding of nursing legislation and related legal and ethical nursing practice.

DUTIES

: Delegate, supervise and co-ordinate the provision of effective and efficient patient care through adequate nursing care. Initiate and participate in health promotion to ensure consistent communication of relevant, accurate and comprehensive information on health care. Develop/establish and maintain constructive relationships with nursing and other stakeholders (i.e. interpersonal, inter-sectoral and multi-disciplinary teamwork). Participate in the analysis, formulation of nursing guidelines, norms, and standards. Manage effective utilization and supervision of human, financial and material resources. Co-ordination of provision of effective training and research. Be allocated to work Weekends, public holidays and relieve the night supervisor when

		required. Maintain professional growth/ethical standards and self-development. Management of personnel performance and review thereof. (Contracting, review and final performance assessment)
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/153</u>	:	<u>OPERATIONAL MANAGER NURSING (PN-B3): NEPHROLOGY NURSING SCIENCE REF NO: MPDOH/JULY/25/160</u>
<u>SALARY</u>	:	R693 096 – R789 861 per annum
<u>CENTRE</u>	:	Ermelo Hospital (Gert Sibande District)
<u>REQUIREMENTS</u>	:	Senior Certificate / Grade 12 plus Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council as a Professional Nurse. Current registration with the South African Nursing Council. A minimum of nine (9) years of appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least five (5) years' experience after obtaining the one (1) year Diploma Nephrology nursing science: At least three (3) years of the period referred to above must be appropriate/recognize experience at management level. A post basic qualification in Nursing Administration/Health service management. Competencies/Knowledge/Skills: Knowledge of legal prescriptions that regulate nursing and health services. Computer literacy i.e. (Ms Word, Power Point). Ability to work independently and innovatively. Facilitation and presentation skills, problem solving and decision-making skills.
<u>DUTIES</u>	:	Delegate, supervise and co-ordinate the provision of effective and efficient patient care through adequate nursing care. Initiate and participate in health promotion to ensure consistent communication of relevant, accurate and comprehensive information on health care. Develop/establish and maintain constructive relationships with nursing and other stake holders (i.e. interpersonal, inter-sectoral and multi-disciplinary teamwork). Participate in the analysis, formulation of nursing guidelines, norms, and standards. Manage effective utilization and supervision of human, financial and material resources. Co-ordination of provision of effective training and research. Maintain professional growth/ethical standards and self-development. Be allocated to work Weekends, public holidays and relieve the night supervisor when required. Management of personnel performance and review thereof. (Contracting, review and final performance assessment)
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/154</u>	:	<u>OPERATIONAL MANAGER NURSING (PN-B3): PHC REF NO: MPDOH/JULY/25/161</u>
<u>SALARY</u>	:	R693 096 – R789 861 per annum
<u>CENTRE</u>	:	Phola Nsikazi CHC (Ehlanzeni District)
<u>REQUIREMENTS</u>	:	Senior Certificate / Grade 12 or equivalent qualification plus Basic qualification accredited with the South African Nursing Council in Terms of Government Notice 425, (i.e. Diploma / Degree in Nursing) or Equivalent qualification that allows registration with the SANC as a Professional Nurse (2025) plus a post basic nursing qualification, with duration of at least 1 year, accredited with the SANC in terms of Government Notice No R212 in Primary Health Care. A minimum of nine (09) years of appropriate / recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least five (05) years of the period referred to above must be appropriate / recognizable experience in Primary Health Care after obtaining the 1 year post basic PHC Nursing Science qualification. Experience and knowledge of the District Health System. Demonstrate an in-depth understanding of nursing legislation and related legal and ethical nursing practices and how these impact on service delivery. Demonstrate a basic understanding of HR and finance and practices. Knowledge of relevant legal framework such as Nursing Act, Health Occupational and Safety Act, Patients Right Charter, Batho Pele Principles, Operational Management Skills. Problem Solving, planning and Organizing Skills. Expected to work under pressure and on night duty. Leadership. Supervisory, problem-solving, conflict resolution, inter-personal and communication and communication skills. Demonstrate an in-depth understanding of legislation and related ethical nursing practices and how this

		impact on service delivery. Computer literacy will be an added advantage (MS Word, Excel, PowerPoint and Outlook). Computer literacy.
<u>DUTIES</u>	:	Manage and provide PHC facility supervisory in line with the PHC Supervision Guideline. Ensure clinical nursing practice by the nursing team in the facility in accordance with the scope and practice and nursing standard as determined by the relevant health facility. Promote quality nursing care as directed by the professional scope of practice and standard in accordance with the PHC delivery package. Ensure the implementation on National Core Norms and Standards including Six Priority Areas. Advocate for patients through ensuring adherence to Batho Pele Principles. Coordinate community involvement and participation. Manage and monitor effective use and maintenance of assets and infrastructure of the facility. Monitor information management and documentation.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/155</u>	:	<u>ASSISTANT DIRECTOR: DENTAL TECHNOLOGY GRADE 1 REF NO: MPDOH/JULY/25/196</u>
<u>SALARY</u>	:	R638 856 – R707 625 per annum
<u>CENTRE</u>	:	Witbank Hospital (Nkangala District)
<u>REQUIREMENTS</u>	:	Senior Certificate / Grade 12 plus a Bachelor of Dental Technology (BTech) qualification from a recognised South African Institution and current registration with South African Dental Technician Council (SADTC). A minimum of 5 years' appropriate experience as a chief dental technician after registration with SADTC. A previous supervisory position will be an added advantage.
<u>DUTIES</u>	:	Training and supervising dental technicians and other laboratory staff. managing workflow, ensuring timely and accurate production of dental prosthesis, and implementing efficient processes. Implementing quality assurance checks and maintaining standards. Maintaining stock levels, managing procurement of materials and ensure efficient use of resources. Liaising with dentists and other health care professionals, communicating with staff and providing technical guidance. Ensuring the laboratory adheres to OHS regulations. Comply with performance management and development system.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/156</u>	:	<u>CHIEF DIANOSTIC RADIOGRAPHER GRADE 1 REF NO: MPDOH/JULY/25/164 (X3 POSTS)</u>
<u>SALARY</u>	:	R575 250 – R638 856 per annum
<u>CENTRE</u>	:	Rob Ferreira Hospital (Ehlanzeni District)
<u>REQUIREMENTS</u>	:	Senior Certificate / Grade 12 plus an appropriate qualification that allows for the required registration with the Health Professional Council of South Africa (HPCSA) in the relevant profession (where applicable) (2025). A minimum of three (3) years appropriate experience in profession after registration with the Health Profession Council of South Africa (HPCSA) as independent practice (where applicable) in respect of employees who performed Community Service, as a required in SA. Foreign Qualified employees: four (4) year relevant experience after registration with the HPCSA in the relevant profession (where applicable) in respect of employees of whom it is not required to perform Community Service, as required in South Africa. Hospital experience and extensive knowledge in Occupational Health and Safety will be an added advantage. Good interpersonal Skills, written, verbal and presentation Skills. Accuracy and attention to detail. Ability to work under pressure. Ability and willingness to travel. Good interpersonal relationship, Leadership skill. Valid drivers' license.
<u>DUTIES</u>	:	Ensure patient care during imaging for optimal diagnostic purpose: Explain procedures to patients, prepare patient for imaging, Assist and position patient for imaging, perform imaging. Practice radiation protection to minimize radiation dose to staff, patients and general public: Establish LMC status of female patients, adhere to radiation safety standards (secure area, lead aprons etc.), Apply correct radiation/exposure factors (correct dosages), Exercise clinical responsibility to ensure optimal diagnostic imaging: Interpret clinical history of patients to determine the correct procedure, ensure correct positioning of patient to minimize radiation exposure to the patient, ensure 98 correct identification of patient image (name, lead markers etc.). Participate in

		Education and training programs for continuous professional development and quality service delivery: Practical training and evaluation of students Implement quality assurance programs for quality service delivery, Check/test radiation equipment and report faults, apply reject analysis, Adhere to policies and protocols.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/157</u>	:	<u>CLINICAL TECHNOLOGIST GRADE 1: NEPHROLOGY REF NO: MPDOH/JULY/25/166 (X2 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R575 250 – R638 856 per annum Grade 2: R657 507 - R727 350 per annum
<u>CENTRE REQUIREMENTS</u>	:	Witbank Hospital (Nkangala District) Senior Certificate / Grade 12 plus a Bachelor of Dental Technology (BTech) qualification from a recognised South African Institution and current registration with South African Dental Technician Council (SADTC) (2025). A minimum of 3 – 5 years' appropriate experience as a dental technician after registration with SADTC.
<u>DUTIES</u>	:	Supervise and monitor the dental laboratory section, allocate daily jobs, and monitor the performance of technicians and lab assistants. Comply with performance management and development system. Select appropriate materials for the design, manufacture and repair of fixed and removable custom-made devices as prescribed. Design, plan and manufacture a range of custom-made fixed or removable custom-made devices according to prescription. Repair and modify fixed or removable custom-made devices as prescribed. Verify and reconcile the daily in and out work. Record and monitor compliance of work sent to external service providers. Compile procurement documents for the unit. Planning and ordering of operational resources for the unit.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/158</u>	:	<u>MMAMOGRAPHY RADIOGRAPHER GRADE 1 REF NO: MPDOH/JULY/25/167</u>
<u>SALARY</u>	:	R491 256 – R559 512 per annum
<u>CENTRE REQUIREMENTS</u>	:	Witbank Hospital (Nkangala District) Senior Certificate / Grade 12 plus an appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) in either Nuclear Medicine Radiography, Radiation Oncology Radiography, Ultrasound Radiography or Mammography Radiography. Current registration with the HPCSA in either Nuclear Medicine Radiography, Radiation Oncology Radiography, Ultrasound Radiography or Mammography Radiography (2025). Minimum of four (4) years appropriate experience after registration with the Health Professional Council of South Africa (HPCSA) as Diagnostic Radiographer. Competencies (Knowledge/Skills): Ability to work independently and as part of a team. Ability to organize and complete examinations in a timely manner. Demonstrate an understanding of human anatomy, physiology, pathology and medical terminology. Ability to perform high volume of mammography examinations to a high standard. Good communication and interpersonal skills. Knowledge of relevant public service regulations, Acts and policies.
<u>DUTIES</u>	:	Perform screening or diagnostic Mammography examinations. Prepare for and assist the Radiologist in the completion in the invasive mammography examinations including breast biopsies. Ensure good patient care. Educate the patient regarding the mammography examination. Produce high quality mammography images for the radiologist to evaluate. Maintain a high degree of accuracy in mammography positioning and exposure technique. Manage quality assurance related to Mammography. Minimize radiation to patients and staff by practicing correct radiation protection techniques. Compile statistics. Complete appropriate documentation. Follow infection control and safety guidelines. Ensure proper care in the use of x-ray equipment and supplies. Perform general radiographic examinations, CT scan examinations, Fluoroscopy examinations, Theatre and ward radiographic examinations. Render after-hour radiology services. Participate in continuous professional development programmes.

<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/159</u>	:	<u>ULTRASOUND RADIOGRAPHER / SONOGRAPHY GRADE 1 REF NO: MPDOH/JULY/25/169 (X2 POSTS)</u>
<u>SALARY</u>	:	R491 256 – R559 512 per annum
<u>CENTRE</u>	:	Witbank Hospital (Nkangala District) Rob Ferreira Hospital (Ehlanzeni District)
<u>REQUIREMENTS</u>	:	Senior Certificate / Grade 12 plus an appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) in either Nuclear Medicine Radiography, Radiation Oncology Radiography, Ultrasound Radiography or Mammography Radiography. Current registration with the HPCSA in either Nuclear Medicine Radiography, Radiation Oncology Radiography, Ultrasound Radiography or Mammography Radiography (2025). Minimum of four (4) years appropriate experience after registration with the Health Professional Council of South Africa (HPCSA) as Diagnostic Radiographer. Competencies (Knowledge/Skills): Ability to work independently and as part of a team. Ability to organize and complete examinations in a timely manner. Demonstrate an understanding of human anatomy, physiology, pathology and medical terminology. Ability to perform high volume of ultrasound examinations to a high standard. Good communication and interpersonal skills. Knowledge of relevant public service regulations, Acts and policies.
<u>DUTIES</u>	:	Perform diagnostic ultrasound images examinations. Write reports in accordance with prescribed protocols. Must be able to work independently without supervision. Adhere and ensure compliance with Radiation Control Board and HPCSA, Legislation Equipment Maintenance and do monthly stats in ultrasound department. Partake and facilitate staff and student development. Participating in CPD as required by HPCSA. High level of responsibility. Complete appropriate documentation. Follow infection control and safety guidelines. Ensure proper care in the use of x-ray equipment and supplies. Perform general radiographic examinations, CT scan examinations, Fluoroscopy examinations, and Theatre and ward radiographic examinations. Render after-hour radiology services.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/160</u>	:	<u>PROFESSIONAL NURSE GRADE 1-2 (PN-B1-2): ONCOLOGY REF NO: MPDOH/JULY/25/171 (X2 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R476 367 – R559 548 per annum Grade 2: R583 989 - R723 954 per annum
<u>CENTRE</u>	:	Rob Ferreira Hospital (Ehlanzeni District)
<u>REQUIREMENTS</u>	:	Senior Certificate / Grade 12 qualification or equivalent plus Basic qualification accredited with the SANC in terms of Government Notice R425 (i.e. Diploma / Degree in General Nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse (2025). A post-basic nursing qualification, with a duration of at least 1 year, accredited with the SANC in terms of Government Notice R212 specialty in Oncology Nursing Science. Minimum of four (4) years appropriate /recognizable experience in nursing after registration as a Professional Nurse with the SANC. Ability to function independently and to prioritize work. Leadership and sound interpersonal skills, problem solving and decision-making skills. Good supervisory and teaching skills. Demonstrate an understanding of legislation and related legal and ethical nursing practices.
<u>DUTIES</u>	:	Provision of high quality, holistic and specialized nursing care within applicable legislation and related legal and ethical nursing practices. Ensure effective and efficient management of resources. Provide quality patient care, follow norms and standards. Participate in quality improvement programs. Supervise and implement patient care standards. Implement and practice nursing health care in accordance with the statutory laws governing the nursing profession, labour and health care. Implement constructive working relations with nurses and other stakeholders. Ensure compliance of Infection Prevention and Control policies. Ensure that equipment is functional and ready all the time. Ability to prioritize, coordinate activities of patient management according to protocols. Able to plan and organize own work and that of support personnel to ensure

		proper nursing care. Participate in staff development and performance management. Report patient safety incidence, challenges and deficiencies within the unit. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Ensure adherence to Batho - Pele Principles and Patient's Right Charter.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/161</u>	:	<u>PROFESSIONAL NURSE GRADE 1-2 (PN-B1-2): NEPHROLOGY REF NO: MPDOH/JULY/25/178 (X7 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R476 367 – R559 548 per annum Grade 2: R583 989 - R723 954 per annum
<u>CENTRE</u>	:	Rob Ferreira Hospital (X1 Post) (Ehlanzeni District) Witbank Hospital (X3 Posts) (Nkangala District) Ermelo Hospital (X3 Posts) (Gert Sibande District)
<u>REQUIREMENTS</u>	:	Senior Certificate / Grade 12 plus Basic R425 qualification (i.e. Degree/ Diploma in Nursing or equivalent qualification that allows registration with SANC as a Professional Nurse (2025). A post basic nursing qualification with of at least 1 year, accredited with the SANC in terms Government Notice R212 in Nephrology Nursing Science. A minimum of four (4) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. Ability to function independently and to prioritize work. Leadership and sound interpersonal skills, problem solving and decision-making skills. Good supervisory and teaching skills. Demonstrate an understanding of legislation and related legal and ethical nursing practices.
<u>DUTIES</u>	:	Perform clinical nursing practice in accordance with the scope of practice of Nephrology Nursing Care. Ensure effective and efficient management of resources. Provide quality patient care, follow norms and standards. Participate in quality improvement programs. Supervise and implement patient care standards. Implement and practice nursing health care in accordance with the statutory laws governing the nursing profession, labour and health care. Implement constructive working relations with nurses and other stakeholders. Ensure compliance of Infection Prevention and Control policies. Ensure that equipment is functional and ready all the time. Ability to prioritize, coordinate activities of patient management according to protocols. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Participate in staff development and performance management. Report patient safety incidence, challenges and deficiencies within the unit. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Ensure adherence to Batho - Pele Principles and Patient's Right Charter.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/162</u>	:	<u>PROFESSIONAL NURSE GRADE 1-2 (PN-B1-2): ICU REF NO: MPDOH/JULY/25/179</u>
<u>SALARY</u>	:	Grade 1: R476 367 – R559 548 per annum Grade 2: R583 989 - R723 954 per annum
<u>CENTRE</u>	:	Rob Ferreira Hospital (Ehlanzeni District)
<u>REQUIREMENTS</u>	:	Senior Certificate / Grade 12 plus Basic R425 qualification (i.e. Degree/ Diploma in Nursing or equivalent qualification that allows registration with SANC as a Professional Nurse (2025). A post basic nursing qualification with of at least 1 year, accredited with the SANC in terms Government Notice R212 in ICU Nursing Science. A minimum of four (4) years appropriate/recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. Ability to function independently and to prioritize work. Leadership and sound interpersonal skills, problem solving and decision-making skills. Good supervisory and teaching skills. Demonstrate an understanding of legislation and related legal and ethical nursing practices.
<u>DUTIES</u>	:	Perform clinical nursing practice in accordance with the scope of practice of ICU Nursing Care. Ensure effective and efficient management of resources. Provide quality patient care, follow norms and standards. Participate in quality improvement programs. Supervise and implement patient care standards. Implement and practice nursing health care in accordance with the statutory

		laws governing the nursing profession, labour and health care. Implement constructive working relations with nurses and other stakeholders. Ensure compliance of Infection Prevention and Control policies. Ensure that equipment is functional and ready all the time. Ability to prioritize, coordinate activities of patient management according to protocols. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Participate in staff development and performance management. Report patient safety incidence, challenges and deficiencies within the unit. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Ensure adherence to Batho - Pele Principles and Patient's Right Charter.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/163</u>	:	<u>PROFESSIONAL NURSE GRADE 1-2 (PN-B1-2): OPERATING THEATRE REF NO: MPDOH/JULY/25/180</u>
<u>SALARY</u>	:	Grade 1: R476 367 – R559 548 per annum Grade 2: R583 989 - R723 954 per annum
<u>CENTRE REQUIREMENTS</u>	:	Rob Ferreira Hospital (Ehlanzeni District) Senior Certificate / Grade 12 plus Basic R425 (i.e. Diploma / Degree in General Nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse (2025). A post-basic nursing qualification, with a duration of at least 1 year, accredited with the SANC in terms of Government Notice R212 specialty in Operating Theatre Nursing Science. Current registration with the SANC as a Professional Nurse (2025). Minimum of four (4) years appropriate /recognizable experience in nursing after registration as a Professional Nurse with the SANC. Ability to function independently and to prioritize work. Leadership and sound interpersonal skills, problem solving and decision-making skills. Good supervisory and teaching skills. Demonstrate an understanding of legislation and related legal and ethical nursing practices.
<u>DUTIES</u>	:	Provision of optimal, holistic specialized nursing care with set standards and within a professional/legal framework. Provide comprehensive health care services in the Theatre Unit. Ensure effective and efficient management of resources. Provide quality patient care, follow norms and standards. Participate in quality improvement programs. Supervise and implement patient care standards. Implement and practice nursing health care in accordance with the statutory laws governing the nursing profession, labour and health care. Implement constructive working relations with nurses and other stakeholders. Ensure compliance of Infection Prevention and Control policies. Ensure that equipment is functional and ready all the time. Ability to prioritize, coordinate activities of patient management according to protocols. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Participate in staff development and performance management. Report patient safety incidence, challenges and deficiencies within the unit. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Ensure adherence to Batho - Pele Principles and Patient's Right Charter.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/164</u>	:	<u>PROFESSIONAL NURSE GRADE 1-2 (PN-B1-2): MENTAL HEALTH CARE UNIT REF NO: MPDOH/JULY/25/182 (X2 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R476 367 – R559 548 per annum Grade 2: R583 989 - R723 954 per annum
<u>CENTRE REQUIREMENTS</u>	:	Rob Ferreira Hospital (Ehlanzeni District) Senior Certificate / Grade 12 plus Basic 425 qualification (i.e. Diploma / Degree in General Nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse (205). A post-basic nursing qualification, with a duration of at least 1 year, accredited with the SANC in terms of Government Notice R212 specialty in Advanced Psychiatric Nursing. Minimum of four (4) years appropriate /recognizable experience in nursing after registration as a Professional Nurse with the SANC. Ability to function independently and to prioritize work. Leadership and sound interpersonal skills, problem solving and decision-making skills. Good supervisory and teaching skills. Demonstrate an understanding of legislation and related legal and ethical nursing practices.

<u>DUTIES</u>	:	Provision of optimal, holistic specialized nursing care with set standards and within a professional/legal framework. Provide comprehensive health care services in the in Mental Health Care Unit. Ensure effective and efficient management of resources. Provide quality patient care, follow norms and standards. Participate in quality improvement programs. Supervise and implement patient care standards. Implement and practice nursing health care in accordance with the statutory laws governing the nursing profession, labour and health care. Implement constructive working relations with nurses and other stakeholders. Ensure compliance of Infection Prevention and Control policies. Ensure that equipment is functional and ready all the time. Ability to prioritize, coordinate activities of patient management according to protocols. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Participate in staff development and performance management. Report patient safety incidence, challenges and deficiencies within the unit. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Ensure adherence to Batho - Pele Principles and Patient's Right Charter.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/165</u>	:	<u>PROFESSIONAL NURSE GRADE 1-2 (PN-B1-2): TRAUMA AND EMERGENCY NURSING/ CRITICAL CARE NURSING REF NO: MPDOH/JULY/25/187 (X5 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R476 367 – R559 548 per annum Grade 2: R583 989 - R723 954 per annum
<u>CENTRE REQUIREMENTS</u>	:	Witbank Hospital (Nkangala District) Senior Certificate / Grade 12 plus Basic R425 qualification (Diploma/Degree in Nursing) or equivalent that allows registration with the South African Nursing Council (SANC) as a Professional Nurse (2025). A post basic Nursing Qualification of the duration of 1 year, accredited and registered with SANC in Trauma and Emergency Nursing Science. Minimum of four (4) years of appropriate / recognizable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. Ability to function independently and to prioritize work. Leadership and sound interpersonal skills, problem solving and decision-making skills. Good supervisory and teaching skills. Demonstrate an understanding of legislation and related legal and ethical nursing practices.
<u>DUTIES</u>	:	Provision of high quality, holistic and specialized nursing care within applicable legislation and related legal and ethical nursing practices. Perform clinical nursing practice and promote quality nursing care in accordance with the scope of practice and nursing standards as determined by the institution. Work as part of multidisciplinary team to ensure good nursing care. Work effectively, amicably with persons of diverse intellectual, cultural, racial or religious differences. Able to plan and organize your own work and that of support of personnel to ensure proper nursing care. Provision of quality patient care through adherence to set standards, policies and procedures. Providing more complex nursing care leads to improved service delivery by upholding Batho-Pele Principles and Patient's Rights Charter. Act as shift leader in Unit (when necessary). Effective utilisation of resources. Participation in training and research. Maintenance of professional growth, ethical standards and self-development. Must be prepared to work in the allocated area due to service demands and work shifts as per allocation; this includes night shift, weekends and public holidays.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/166</u>	:	<u>LECTURER GRADE 1-2 (PN-D1) (CLINICAL SUPERVISOR): ROB FERREIRA HOSPITAL CAMPUS REF NO: MPDOH/JULY/25/190 (X3 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R476 367 – R559 548 per annum Grade 2: R583 989 - R766 686 per annum
<u>CENTRE REQUIREMENTS</u>	:	Mpumalanga College of Nursing (Ehlanzeni District) Senior Certificate / Grade 12 or equivalent qualification. Basic R425 qualification (Diploma / Degree in Nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a

		Professional Nurse and Midwifery (2025) plus post basic qualification in Nursing Education registered with the SANC. A minimum of four (4) years appropriate / recognisable nursing experience after registration as Professional Nurse with the SANC in General Nursing. Ability to function independently and to prioritize work. Leadership and sound interpersonal skills, problem solving and decision-making skills. Good supervisory and teaching skills. Experience after registration with SANC in Nursing Education after obtaining post basic qualification in Nursing Education will be an added advantage. Excellent written and verbal communication. Leadership skills, Presentation, Facilitation, problem solving, conflict management, research, project management and time management skills. Excellent written and verbal communication.
<u>DUTIES</u>	:	Planning, co-ordination, implementation, and facilitation of training programmes for nurses in the health establishment. Mentoring and coaching of nursing staff. Co-ordinate the activities of Clinical Education and Training Unit (CETU). Facilitate the implementation of Continuous Professional Development (CPD) Framework. Liaise between Nursing Education and Nursing Practice (Hospital & Nursing College). Provide Skills and competency updates and facilitation of in-service training. Monitoring, evaluation and analysis of training programmes/activities/competencies and skills to ensure quality health service delivery. Internal and External Collaboration on training programmes to ensure effective capacity building. Effective Management, coordination, administration, and reporting of Teaching Programmes. Demonstrate an understanding of nursing legislation and related legal and ethical nursing practices. Effective and efficient management of resources.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/167</u>	:	<u>CLINICAL NURSE PRACTITIONER GRADE 1 (PN-B1): PHC REF NO: MPDOH/JULY/25/194 (X4 POSTS)</u>
<u>SALARY</u>	:	R476 367 – R559 548 per annum
<u>CENTRE</u>	:	Phola Nsikazi CHC (Ehlanzeni District)
<u>REQUIREMENTS</u>	:	Senior Certificate / Grade 12 qualification or equivalent plus Basic qualification accredited with the SANC in terms of Government Notice R425 (i.e. Diploma / Degree in General Nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse and Midwifery (2025), a post-basic nursing qualification, with a duration of at least 1 year, accredited with the SANC in terms of Government Notice R212 specialty in Primary Health Care Science. Minimum of four (4) years appropriate /recognizable experience in nursing after registration as a Professional Nurse with the SANC. Ability to function independently and to prioritize work. Leadership and sound interpersonal skills, problem solving and decision-making skills. Good supervisory and teaching skills.
<u>DUTIES</u>	:	Provision of optimal, holistic specialized nursing care with set standards and within a professional/legal framework. Provide comprehensive health care services in the Primary Health Care Unit. Ensure effective and efficient management of resources. Provide quality patient care, follow norms and standards. Participate in quality improvement programs. Supervise and implement patient care standards. Implement and practice nursing health care in accordance with the statutory laws governing the nursing profession, Labor and health care. Implement constructive working relations with nurses and other stake holders. Ensure compliance of Infection Prevention and Control policies. Ensure that the equipment is functional and ready all the time. Ability to prioritize, coordinate activities of patient management according to protocols. Able to plan and organize your own work and that of support personnel to ensure proper nursing care. Participate in staff development and performance management. Report patient safety incidence, challenges and deficiencies within the unit. Work effectively, co-operatively amicably with people of diverse intellectual, cultural, racial or religious differences. Ensure adherence to Batho - Pele Principles and Patient's Right Charter.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/168</u>	:	<u>CLINICAL TECHNOLOGIST GRADE 1: NEPHROLOGY REF NO: MPDOH/JULY/25/196 (X2 POSTS)</u>
<u>SALARY</u>	:	R397 233 – R454 191 per annum

<u>CENTRE REQUIREMENTS</u>	:	Rob Ferreira Hospital (Ehlanzeni District)
	:	Senior Certificate / Grade 12 plus an appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Clinical Technology. Current registration with the HPCSA as Clinical Technologist (2025). Basic life support (BLS). A minimum of two (2) years Dialysis experience will be an added advantage. Grade 1: SA qualified employees: no experience after registration with the HPCSA in the relevant profession (where applicable) in respect of employees who performed Community Service as required in SA. Foreign qualified employees: one (1) year relevant experience after registration with the HPCSA in the relevant profession (where applicable) in respect of employees who performed Community Service as required in SA. Knowledge and insight related to dialysis machines and reverse osmosis/water purification system. Knowledge of infection prevention and control (IPC) protocols. Basic computer literacy. Knowledge of relevant legislation and policy related to nephrology. Ability to function independently as well as part of a multidisciplinary team. Effective 98 communication. Good organizational skill and ability to function under pressure. Must be prepared to work shifts, weekends and public holidays.
<u>DUTIES</u>	:	Deliver safe, comprehensive and quality patient care, with specific reference to renal disease treatment and education according to the Scope of Practice and Renal Care policies and standard procedures. Clinical record keeping, procedures and protocols. Dialysis machine and water purification system operation. Identify, prevent and manage risks to ensure patient safety. Facilitate a positive patient experience by creating a conducive environment. Develop/modify an integrated, comprehensive patient-based care plan. Patient assessment and interpretation of blood results.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/169</u>	:	<u>ASSISTANT DIRECTOR: SUPPLY CHAIN MANAGEMENT REF NO: MPDOH/JULY/25/197</u> Re-advertisement
<u>SALARY CENTRE REQUIREMENTS</u>	:	R468 459 per annum, (plus service benefits)
	:	Witbank Hospital (Nkangala District)
	:	Senior Certificate / Grade 12 plus Diploma / Degree (NQF Level 6/7) in Supply Chain Management / Financial Accounting / Cost Accounting / Purchasing / Accounting / Finance / Logistics / Economics / Internal Audit as recognized by SAQA. At least a minimum 3 - 5 years' relevant experience of which three (3) years' experience must be at supervisory / managerial (Level 7/8) within the Finance Environment. Knowledge: Supply Chain Framework. Preferential Procurement Policy Framework. Departmental policies and procedures. Project Management. General management. Strategic management. PFMA. PPPFA. Treasury Regulations. Experience in Acquisition of goods and services procurement of goods, Logistics, fleet management, demand and contract management. Computer literacy. Skills: Leadership. Negotiating. Facilitation Computer literacy. Presentation. Innovative. Analytical. Verbal and written communication, presentation skills, management skills, good communication skill and excellent interpersonal relations. Experience on government systems (BAS & LOGIS), knowledge of financial prescripts. Valid driver's licence.
<u>DUTIES</u>	:	Implementation of Asset, Acquisition, procurement, Logistics, demand, contract and fleet management policies and procedures of the department. Oversee, coordinate, and advise on the process of drafting specifications/terms of reference and special conditions of contract; compile a procurement plan. Compile monthly SCM reports. Oversee the utilization of the central supplier Database in the bid/quotation process. Control and oversee a compliant execution of the bid/quotation processes. Oversee management of fleet and assets. Administer demand management plans for all sub units and manage inventory. Oversee management of departmental, provincial interdepartmental and national contracts. Compile operational plan for the unit. Identify and mitigate risk within the unit providing training to officials on new developments and SCM processes and policies. Management of Human Resources in the unit including performance assessment of the officials in the unit.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.

<u>POST 24/170</u>	:	<u>ASSISTANT DIRECTOR: DEMAND MANAGEMENT REF NO: MPDOH/JULY/25/198</u>
<u>SALARY</u>	:	R468 459 per annum, (plus service benefits)
<u>CENTRE</u>	:	Provincial Office, Mbombela (Nelspruit)
<u>REQUIREMENTS</u>	:	Senior Certificate / Grade 12 plus Diploma / Degree (NQF Level 6/7) in Supply Chain Management / Financial Accounting / Cost Accounting / Purchasing / Accounting / Finance / Logistics / Economics / Internal Audit as recognized by SAQA. At least a minimum of three (3) years' relevant experience of which three (3) years' experience must be at supervisory / managerial (Level 7/8) within the Finance Environment. Knowledge: Supply Chain Framework. Preferential Procurement Policy Framework. Departmental policies and procedures. Project Management. General management. Strategic management. PFMA. PPPPFA. Treasury Regulations. Experience in Acquisition of goods and services procurement of goods, Logistics, fleet management, demand and contract management. Computer literacy. Skills: Leadership. Negotiating. Facilitation Computer literacy. Presentation. Innovative. Analytical. Verbal and written communication, presentation skills, management skills, good communication skill and excellent interpersonal relations. Experience on government systems (BAS & LOGIS), knowledge of financial prescripts. Valid driver's licence.
<u>DUTIES</u>	:	Develop internal procurement policies, regulations systems and procedures. Maintain sound procurement systems and processes. Provide and administer demand activities, variance analysis, market analysis and industry analysis. Facilitate and administer the requisitions for goods and services. Establish and maintain a database of price benchmarks. Manage forecasting demand and replenishment of commodities. Carry out total cost of ownership analysis for reporting purposes. Liaise with central supply chain unit on advertisement.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.
<u>POST 24/171</u>	:	<u>PROFESSIONAL NURSE GRADE 1 (PN-A2): GENERAL NURSING REF NO: MPDOH/JULY/25/199</u>
<u>SALARY</u>	:	R324 384 – R382 107 per annum
<u>CENTRE</u>	:	Phola Nsikazi CHC (Ehlanzeni District)
<u>REQUIREMENTS</u>	:	Senior Certificate / Grade 12 or equivalent plus Basic qualification accredited with the SANC in terms of Government Notice (i.e., Diploma/ Degree in General Nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse (2025). Grade 1: A minimum of 1-10 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Ability to function independently and to prioritize work. Leadership and sound interpersonal skills, problem-solving and decision-making skills.
<u>DUTIES</u>	:	Perform a clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the health facility. Promote quality of nursing care as directed by the professional scope of practice and standards. Participate in the implementation of the National Core Standards and Ideal Hospital Realization Framework. Demonstrate effective communication with patients, supervisors and other clinicians, including report writing when required. Work as part of the multi-disciplinary team to ensure quality nursing care. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient needs, requirements and expectations (Batho- Pele). Effectively manage resources allocated in your unit.
<u>ENQUIRIES</u>	:	Mr. Emmanuel Makokoropo Tel No: (013) 766 3384 / Ms. Gugu Nkosi Tel No: (013) 766 3103 / Ms. Nomsa Maphanga Tel No: (013) 766 3207 / Ms. Sebenzile Mthisi Tel No: (013) 766 3339, Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087 and IT related queries: Help desk Tel No: (013) 766 3018.

**PROVINCIAL ADMINISTRATION: NORTHERN CAPE
DEPARTMENT OF HEALTH**

This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department.

CLOSING DATE : 25 July 2025

NOTE : Applications must be submitted on the new prescribed application form Z83 obtainable from any Public Service Department or any Public Service Administration website. The fully completed and signed Z83 should be accompanied by a detailed/comprehensive Curriculum Vitae, indicating positions held, dates and key performance responsibilities. Only short-listed candidates will be required to submit certified copies of their qualifications and relevant documents on or before the day of the interview proceedings following communication from the Human Resource Management Recruitment and Selection Unit. Failure to submit the requested documents or information will result in your application not being considered. The employment decision shall be informed by the Employment Equity Plan of the Department. It is the Department's intention to promote equity (race, gender and disability) through the filling of this post(s) with a candidate whose transfer / promotion / appointment will promote representivity in line with the numerical targets as contained in our Employment Equity Plan. If you have not been contacted within eight (8) weeks after the closing date of this advertisement, please accept that your application was unsuccessful. Suitable candidates will be subjected to a personnel suitability check (criminal record, qualification verification and employment verification). Where applicable, candidates will be subjected to a skills/knowledge test. The Department reserves the right not to make any appointment(s) to the above post. The successful candidate will be expected to sign a performance agreement. The Department of Health is an equal opportunity affirmative action employer. The request for certified documents will be limited to shortlisted candidates. The Human Resource Administration of the Department will inform shortlisted candidate for a post to submit certified documents on or before the day of the interview. Should an applicant wish to apply for more than one post, separate applications must be submitted for all posts.

OTHER POSTS

POST 24/172 : **SENIOR LEGAL ADMINISTRATION OFFICER (MR-6) REF NO: NCDOH 89/2025 (X3 POSTS)**

SALARY : R586 956 per annum, (OSD)

CENTRE : Provincial Officer, Kimberley

REQUIREMENTS : Bachelor's (NQF 7) in LLB Degree and 8(eight) years 'appropriate proven post qualification in legal experience. An admission as an attorney or para-legal training/experience. Display knowledge and understanding of drafting legal documents. Understand and have advanced knowledge of legal research principles. Display an understanding of case law relevant to the legal matter at hand and be guided in presenting motivation or proposals on how the specific case should be approached to obtain desirable/justifiable outcome. Knowledge of Litigation, Advocacy, Legal Research, Legal Drafting, Dispute resolution and Case Flow Management. Experience in Medico Legal Law. Skills in problem solving, communication, honesty, integrity, research and computer literacy. Valid Driver's licence.

DUTIES : Manage service level agreements, contracts and vendor performance. Draft legal documents and advice on and or mentor juniors on the drafting of legal documents that provide clear motivation/justification for particular position pertaining to the case, also proposing the approach to be followed to ensure success in this regard. Successfully conduct an interview in order to determine the departments goals and objectives and advice the department on possible courses of action during the consultation process, in relation to legal entitlements and departments instructions. Document interview and all advice given during legal consultation in writing. Provide advice and guidance to lower level production employees on advanced interview techniques to address more sensitive or complicated issues as well as guide employees on the advice that should be rendered to the department's interview techniques to address more sensitive or complicated issues as well as guide employees on the advice that should be rendered to the department. Provide medico-legal services (litigation and legal advisory services).

ENQUIRIES : Ms LV Moleleki Tel No: (053) 8302 103

APPLICATIONS : Please note applications can be hand delivered to the James Exum Building, Room 29, couriered via postal services to 144 Du Toitspan Road, James Exum

Building, Kimberley Hospital Complex, Kimberley, 8301 or emailed to nchealthhr@ncpg.gov.za. All applicants must complete an application register when an application is hand delivered

<u>POST 24/173</u>	:	<u>PHARMACY INTERN REF NO: NCDOH 90/2025 (X8 POSTS)</u> (Contract)
<u>SALARY</u>	:	R440 226 per annum, (TCE package)
<u>CENTRE</u>	:	Robert Mangaliso Sobukwe Hospital (X3 Posts), Kimberley, Dr Harry Surtie Hospital (X3 Posts), Upington, De Aar Hospital (X1 Post), De Aar, Manne Dipico Hospital (X1 Post), Colesberg
<u>REQUIREMENTS</u>	:	Degree in Pharmacy accredited with the South African Pharmacy Council (SAPC) that allows registration with the SAPC as a Pharmacist Intern. Registration with the South African Pharmacy Council (SAPC) as a Pharmacist Intern before commencement of duty. Competencies (Knowledge/Skills): Ability to work accurately under pressure and maintain a high standard of professionalism. Computer literacy. Good interpersonal and communication skills. Knowledge of and ability to comply with applicable Pharmacy legislation, National and Provincial Health policies.
<u>DUTIES</u>	:	Adherence to policies, procedures, and expenditure control. All duties will be performed under the direct supervision of a Pharmacist. Assist with the training, education and development of pharmacy staff and other health workers, and promotion of public health. Effective medicine supply management to ensure the safe and reliable procurement, storage, control, and distribution of quality pharmaceuticals. Leadership by demonstrating initiative in addressing problems. Provision of Pharmaceutical Care, including prescription evaluation, dispensing of medication and provision of information to ensure patient compliance and therapeutic success. Quality Management by demonstrating compliance with National Core Standards, Occupational Health & Safety control, and Good Pharmacy practices.
<u>ENQUIRIES</u>	:	L Vertue Tel No: (053) 830 2702
<u>APPLICATIONS</u>	:	Please note applications can be hand delivered to the James Exum Building, Room 29, couriered via postal services to 144 Du Toitspan Road, James Exum Building, Kimberley Hospital Complex, Kimberley, 8301 or emailed to nchealthhr@ncpg.gov.za . All applicants must complete an application register when an application is hand delivered
<u>NOTE</u>	:	Preference will be given to Northern Cape Bursary holders and applicants residing in the Northern Cape. Only Z83 and CV submitted on application all other documents to be submitted by shortlisted candidates. These vacancies are for the mid-year intake (July/August 2025). Accommodation during Pharmacist Internship will not be provided. Duty can only be assumed once registration as a Pharmacist Intern is complete

**PROVINCIAL ADMINISTRATION: WESTERN CAPE
DEPARTMENT OF HEALTH AND WELLNESS**

In line with the Employment Equity Plan of the Department of Health it is our intention with this advertisement to achieve equity in the workplace by promoting equal opportunities and fair treatment in employment through the elimination of unfair discrimination.

NOTE : It will be expected of candidates to be available for selection interviews on a date, time and place as determined by the Department. Kindly note that excess personnel will receive preference.

OTHER POSTS

POST 24/174 : **MEDICAL SPECIALIST GRADE 1 TO 3 (EMERGENCY MEDICINE)**

SALARY : Grade 1: R1 341 855 per annum
Grade 2: R1 531 032 per annum
Grade 3: R1 773 222 per annum
(A portion of the package can be structured according to the individual's personal needs).

CENTRE REQUIREMENTS : Groote Schuur Hospital, Observatory
Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Emergency Medicine. Registration with a Professional Council: Registration with HPCSA as a Medical Specialist in Emergency Medicine. Experience: **Grade 1:** None after registration with the HPCSA as a Medical Specialist in Emergency Medicine. **Grade 2:** A minimum of 5 years' appropriate experience as Medical Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Emergency Medicine. **Grade 3:** A minimum of 10 years' appropriate experience as Medical Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Emergency Medicine. Inherent requirements of the job: Commuted Overtime. Competencies (knowledge/skills): Excellent track record of clinical, research and educational skills. Ability to communicate effectively (verbal and written). Ability to work as part of a multidisciplinary team and maintain good interpersonal relationships with staff, patients and families. Appropriate and sufficient experience in the emergency environment seeing trauma and non-trauma patients as the senior member of a team. Advanced resuscitation proficiency, procedural skills and Ultrasound competency is an absolute requirement.

DUTIES : Provision of quality clinical and non-clinical patient care in the emergency environment both during working hours as well as after hours. Partake in the clinical governance for the department including medicolegal matters. Contribute to the teaching of undergraduate and postgraduate students as well as interns and medical officers. Involvement in innovation projects and research activities within the department. Provision of leadership of multidisciplinary teams.

ENQUIRIES : Ms S Ndwebe Tel No: (021) 404 4157. Email: Sinazo.Ndwebi@westerncape.gov.za

APPLICATIONS : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")

NOTE : Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). -Please ensure that you attach an updated CV.

CLOSING DATE : 25 July 2025

POST 24/175 : **MEDICAL SPECIALIST: GRADE 1 TO 3 (ANAESTHETICS)**
Chief Directorate: Rural Health Services

SALARY : Grade 1: R1 341 855 per annum
Grade 2: R1 531 032 per annum
Grade 3: R1 773 222 per annum
(A portion of the package can be structured according to the individual's personal needs).

<u>CENTRE REQUIREMENTS</u>	:	Worcester Regional Hospital
	:	Minimum educational qualification: Appropriate qualification that allows registration with the HPCSA as Medical Specialist in Anaesthetics. Registration with a professional council: Registration with the HPCSA as Medical Specialist in Anaesthetics. Experience: Grade 1: None after registration with the HPCSA as Medical Specialist in Anaesthetics. Grade 2: A minimum of 5 years' appropriate experience as Medical Specialist after registration with the HPCSA (or recognised foreign Health Professional Council in respect of foreign qualified employees) as Medical Specialist in Anaesthetics Grade 3: A minimum of 10 years' appropriate experience as Medical Specialist after registration with the HPCSA (or recognised foreign Health Professional Council in respect of foreign qualified employees) as Medical Specialist in Anaesthetics. Inherent requirements of the job: Valid SA driver's license. Participate in the after-hours call system. Competencies (knowledge/skills): Proven leadership abilities and experience in supervision of staff. Proven experience in principles of planning, organizing and implementation. Proven knowledge of Public health policies, guidelines and related prescript to manage resources effectively. Computer literacy.
<u>DUTIES</u>	:	Ensure an efficient and cost-effective Anaesthetics service of high quality with a patient centered focus and addressing the burden of disease in the Worcester Central Ecosystem. Support to major referral centers in the Drainage area of Worcester hospital by doing Outreach and support and improving competencies in the District Health System to manage patients appropriately and impact on wellness in the Geographic area. Financial management by effective and efficient use of resources. Adhere to requirements for all HR matters. Create a learning environment for junior staff, and students, both under- and postgraduate as required. Do appropriate clinical audits and research within the department to stay abreast of clinical development.
<u>ENQUIRIES APPLICATIONS</u>	:	Dr C van der Westhuizen Tel No: (023) 348 1100
	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a practical test. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for similar vacant posts within Worcester Regional Hospital for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/176</u>	:	<u>SENIOR REGISTRAR (MEDICAL) (PAEDIATRIC ONCOLOGY)</u> (2 Year Contract)
<u>SALARY</u>	:	R1 341 855 per annum, A portion of the package can be structured according to the individual's personal needs.)
<u>CENTRE REQUIREMENTS</u>	:	Tygerberg Hospital, Parow Valley
	:	Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Specialist in Paediatrics. Registration with a Professional Council: Registration with the HPCSA as Medical Specialist in Paediatrics. Competencies (knowledge/skills): Experience in paediatric oncology. Excellent communication skills. Ability to function independently at a level of a Medical Specialist in Paediatrics. FCPaed. MMed (Paed).
<u>DUTIES</u>	:	To render a comprehensive clinical service in Paediatric Oncology covering day-time work and after-hours. To provide Paediatric Oncology inpatient and outpatient care, as well as performing clinical teaching, administrative duties, management of the unit and research.
<u>ENQUIRIES APPLICATIONS</u>	:	Prof A Van Zyl Tel No: (021) 938-9444
	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	Appointment as Senior Registrar will be for a maximum contract period of 2 years. It may become necessary to second/transfer staff to another hospital/institution during their period of training, in which case affected staff will be consulted prior to any decision being implemented. Senior Registrars will function across health facilities, as per an agreed programme. Should registration with the HEI as a student be discontinued for any reason the appointment as a Senior Registrar also discontinues. Consideration will be

given to existing employees who are already on higher salary packages to retain their existing salary position, as personal. As such they are entitled to receive pay progression. Appointment as Senior Registrar will be on contract. Employees in service who opt to continue with their pension benefits as Senior Registrar, will be required to resign after completion of their registrarship should they not be successful for advertised Medical Sub-Specialist positions. The Department of Health is guided by the principles of Employment Equity. Candidates with disability are encouraged to apply and an indication in this regard will be appreciated. Specific Senior Registrar posts within the Department will be identified as part of the Affirmative Action programme to create a representative Specialist cadre in line with applicable procedures. Preference will be given to SA citizens/permanent residents with a valid identity document. Senior Registrars will be required to register as post-graduates with Stellenbosch University according to the yearbook and guidelines. "Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration as Medical Specialist in Paediatrics with the relevant council (including individuals who must apply for change in registration status)".

<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/177</u>	:	<u>MEDICAL OFFICER GRADE 1 TO 3</u> Garden Route District
<u>SALARY</u>	:	Grade 1: R1 001 349 per annum Grade 2: R1 142 553 per annum Grade 3: R1 322 352 per annum (A portion of the package can be structured according to the individual's personal needs).
<u>CENTRE REQUIREMENTS</u>	:	Knysna/Bitou Sub District (Stationed at Knysna Hospital)
	:	Minimum educational qualification: Appropriate qualification that allows registration with the Health Professional Council of South Africa (HPCSA) as Medical Practitioner. Registration with a Professional Council: Registration with the HPCSA as a Medical Practitioner. Experience: Grade 1: None after registration as Medical Practitioner with HPCSA in respect of SA qualified employees. 1-year relevant experience after registration as Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of who is not required to perform Community Service as required in South Africa. Grade 2: A minimum of 5 years' appropriate experience as a Medical Practitioner after registration with the HPCSA as a medical practitioner in respect of SA qualified employees. A minimum of 6 years relevant experience after registration as a medical practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of who is not required to perform Community Service as required in South Africa. Grade 3: A minimum of 10 years' appropriate experience as a Medical Practitioner after registration with the HPCSA as a medical practitioner in respect of SA qualified employees. A minimum of 11 years relevant experience after registration as a medical practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of who is not required to perform Community Service as required in South Africa. Inherent requirements of the job: Valid Driver's licence (Code B/EB). Willingness to work commuted overtime and after hours when needed. Willingness to travel and support other facilities in the sub district. Competencies (knowledge/skills): Ability to communicate effectively (verbal and written). Ability to work in integrated multi-disciplinary teams across platforms. Computer literacy in MS Office mandatory. Diploma in either Child Health, HIV, PEC, Psychiatry, Obstetrics and Anaesthesia.
<u>DUTIES</u>	:	Quality clinical, non-clinical and medico-legal patient care as required by the various programmes of the Department of Health. Supervise-, Support -, transfer of knowledge to-, training- and mentoring of the clinical staff and auxiliary staff. Provide an efficient administration service regarding all clinical and non-clinical matters and medico-legal work. Provide guidance and leadership towards the realisation of strategic goals and objectives of the division. Ensure a cost-efficient service at clinical level with regards to laboratory services, blood, medicine, consumables and equipment.
<u>ENQUIRIES APPLICATIONS</u>	:	Dr FR Potgieter Tel No: (044) 302 -8400
	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements may also

apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for similar vacant posts within the Garden Route District, for a period of 3 months from the date of the advert. Candidates may be subjected to competency test.

<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/178</u>	:	<u>PHARMACY SUPERVISOR GRADE 1 TO 2</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R1 001 349 per annum Grade 2: R1 093 611 per annum (A portion of the package can be structured according to the individual's personal needs).
<u>CENTRE REQUIREMENTS</u>	:	Inzame Zabantu Community Day Centre Minimum educational qualification: Basic qualification accredited with the South African Pharmacy Council (SAPC) that allows registration with the SAPC as a Pharmacist. Registration with a Professional Council: Registration with the South African Pharmacy Council (SAPC) as Pharmacist. Experience: A minimum of 3 years appropriate experience after registration as a Pharmacist with the SAPC. Inherent requirements of the job: Valid (Code B/EB) driver's license. To be registered as Responsible Pharmacist with the SAPC when appointed. Prepared to be registered as a tutor with the SAPC. Competencies (knowledge/ skills): Extensive knowledge of Good Pharmacy Practice (GPP). Appropriate knowledge of National and Provincial Health Policies and Pharmaceutical acts and laws. Supervision, management &, leadership skills. Communication and conflict handling skills. Experience or knowledge of Medsas. Experience or knowledge of JAC. Computer literacy. Appropriate ability to tutor Pharmacist's Assistants and/or Intern Pharmacists. Extensive Knowledge on CDU, Differential model of care, COPC and Principals.
<u>DUTIES</u>	:	Take leadership in the pharmacy to establish a value driven pharmacy service and implement policies and guidelines in keeping with the Batho Pele, SAPC and National Drug policy and National and Provincial treatment guidelines. Ensure adherence to minimum standards for dispensing as well as accessibility to medication and pharmaceutical care to patients. Manage, assess, and monitor compliance w.r.t Good Pharmacy Practice, Ideal Clinic and National Core Standards. Effective monitoring of pharmaceutical expenditure, implementation, and evaluation of budgetary control measures. Human Resource Management which includes tutoring of Pharmacist's Assistants as well as development of pharmacy staff. Maintain and improve the quality of patient care as a member of the multi-disciplinary team within the primary health setting.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr M Roomanay Tel No: (021) 370-5128 Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	Candidates may be subjected to a competency test. No payment of any kind is required when applying for this post.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/179</u>	:	<u>DEPUTY DIRECTOR: PROFESSIONAL SUPPORT SERVICES</u> Cape Winelands District
<u>SALARY</u>	:	R896 436 per annum, (A portion of the package can be structured to the individual's personal needs).
<u>CENTRE REQUIREMENTS</u>	:	Cape Winelands District Office Minimum educational qualification: Appropriate 4-year Health related National Diploma/Degree or equivalent registrable with a South African Statutory Health Professions Council or South African Nursing Council. Experience: Extensive experience in Strategy and Planning of health services. Management of Quality Improvement. Management of Health Information Programs. Inherent requirements of the job: Valid (Code B/EB) driver's license and willingness to travel within the district. Competencies (knowledge/skills): Computer Literacy (MS Office: MS Word, Excel, PowerPoint and Outlook). Advance managerial and communication skills (verbal and written). Ability to analyze and interpret Health System Information and compile and present district plans and reports. Good leadership and project management skills.
<u>DUTIES</u>	:	Management of strategy, policy and planning. Co-ordination and Facility Management (Infrastructure, Maintenance, Engineering and Health

		Technology) Strategic co-ordination of Quality Improvement initiatives and programs. Management of the Health Information Program. Supervision of staff in components Intersectoral collaboration support.
<u>ENQUIRIES</u>	:	Ms H Liebenberg Tel No: (023) 348- 8100
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a practical test and competency assessment. The pool of applicants will be considered for similar vacant posts within Cape Winelands District Office for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/180</u>	:	<u>OPERATIONAL MANAGER NURSING (PHC) (X2 POSTS)</u> Garden Route District
<u>SALARY</u>	:	R693 036 per annum
<u>CENTRE</u>	:	Kwanokuthula CDC (X1 Post) Khayelethu CC (X1 Post)
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e., diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse and Midwife. Post-basic Nursing qualification with a duration of at least 1-year Diploma in Clinical Nursing Science: Health Assessment, Treatment and Care (R48) accredited with SANC. Registration with a Professional Council: Registration with the SANC as a Professional Nurse and Midwife. Experience: A minimum of 9 years appropriate/recognisable nursing experience after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognisable experience after obtaining the 1-year post-basic qualification as mentioned above. Inherent requirement of the job: Willingness to rotate between PHC clinics within the Sub-District. Valid (Code B/EB) driver's license and willingness to travel. Competencies (knowledge/skills): Information management with regards to PHC indicators. Quality assurance knowledge. COPC Principles and implementation. Legislation of Ideal Clinic and Office of Health standards and compliance.
<u>DUTIES</u>	:	Effective integrated execution and management of all clinical programmes (i.e. Acute, Chronic, Woman and Child Health and TB/HIV/AIDS/STI). Effective management of Support Services which includes, Information Management with regards to data collection, verification, report writing and submission of data, Human Resources (supervision of staff, development and performance management), Finance and Supply Chain Management to ensure effective budgeting and control, control over infrastructure, maintenance and security. Liaise with relevant stakeholders. Effective communication with all levels of service delivery. Facilitation and implementation of COPC.
<u>ENQUIRIES</u>	:	Ms PM Peters Tel No: (044) 302 - 8400
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. The pool of applicants will be considered for similar vacant posts within the Garden Route District for a period of 3 months from the date of the advert. Candidates can be subjected to a practical/ oral assessment.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/181</u>	:	<u>OPERATIONAL MANAGER NURSING (PRIMARY HEALTH CARE)</u> Central Karoo District
<u>SALARY</u>	:	R693 096 per annum
<u>CENTRE</u>	:	Laingsburg Clinic
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse and Midwife. Post-basic qualification with duration of at least 1-year Diploma in Clinical Nursing Science: Health Assessment, Treatment and Care (R48), accredited with SANC. Registration with a Professional Council: Registration with SANC as a Professional Nurse and Midwife. Experience: A minimum of 9 years of appropriate/recognizable nursing experience after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognizable experience after obtaining the 1-year post-basic qualification as mentioned above. Inherent requirements of the job: Valid (Code B/EB) driver's license and willingness to travel. Willingness to work overtime and to rotate between PHC clinics within the Sub-District. Competencies (knowledge/ skills): Quality assurance knowledge. COPC Principles and implementation. Legislation of Ideal Clinic

		and Office of Health standards and compliance. Information management with regard to PHC indicators.
<u>DUTIES</u>	:	Effective integrated execution and management of all clinical programmes (i.e. Acute, Chronic, Woman and Child Health and TB/HIV/AIDS/STI). Effective management of Support Services which includes, Information Management with regards to data collection, verification, report writing and submission of data, Human Resources (supervision of staff, development and performance management), Finance and Supply Chain Management to ensure effective budgeting and control, control over infrastructure, maintenance and security. Liaise with relevant stakeholders. Effective communication with all levels of service delivery. Facilitation and implementation of COPC.
<u>ENQUIRIES</u>	:	Mr G Samuels Tel No: (023) 814 - 2023
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. The pool of applicants will be considered for similar vacant posts within the Central Karoo District for a period of 3 months from date of advert. Candidates will be subjected to a practical/ oral assessment.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/182</u>	:	<u>OPERATIONAL MANAGER NURSING (SPECIALTY AREA: OBSTETRICS)</u> Cape Winelands Health District
<u>SALARY</u>	:	R693 096 per annum
<u>CENTRE</u>	:	Ceres Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. diploma or degree in nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse and Midwife. A post basic nursing qualification with a duration of at least 1 year, accredited with the SANC in Advanced Midwife and Neonatal Nursing Science. Registration with a Professional Council: Registration with the South African Nursing Council (SANC) as Professional Nurse and Midwife. Experience: A minimum of 9 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. At least 5 years of the period referred to above must be appropriate recognisable experience in the specific specialty after obtaining the 1-year post-basic qualification in Advanced Midwife and Neonatal Nursing Science. Inherent requirements of the job: Will be required to work shifts, weekends and public holidays. Will be required to deliver standby duties for the Hospital Will be on required to deliver standby duties for Obstetric Theatre cases. Competencies (knowledge/skills): Computer literacy (MS Word, Excel and PowerPoint). Knowledge and insight of relevant legislation and policy related to this nursing specialty within the public sector. Ability to promote quality patient care through the setting, implementation and monitoring of standards. Effective communication, interpersonal, leadership, organisational skills, decision making, and conflict resolution skills.
<u>DUTIES</u>	:	Provide strategic leadership and guidance towards realization of strategic goals and objectives of the organization through the implementation of policies, regulations and professional practices. Managing, planning, co-ordinating and maintaining Quality patient Care in an Obstetric unit and Outpatient Department. Quality assurance management by ensuring the implementation of relevant programmes and practises. Utilize the information management systems to enhance patient care and service delivery. Effective management and utilisation of human and financial resources to ensure optimal operational functions.
<u>ENQUIRIES</u>	:	Dr ED Titus Tel No: (023) 319-600
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. A practical test and a competency test will form part of the selection process. The pool of applicants will be considered for similar vacant posts within Ceres Hospital, Witzenberg Sub-district for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/183</u>	:	<u>OPERATIONAL MANAGER NURSING (SPECIALTY: ONCOLOGY)</u>
<u>SALARY</u>	:	R693 036 per annum
<u>CENTRE</u>	:	Groote Schuur Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post-basic nursing qualification with duration of at least one year, accredited with the SANC in Medical and Surgical Nursing Science: Oncology Nursing.

	Registration with a Professional Council: Registration with the SANC as Professional Nurse. Experience: A minimum of 9 years of appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognisable experience in Oncology after obtaining the one-year post-basic qualification in Medical and Surgical Nursing Science: Oncology Nursing Inherent requirement of the job: Perform after-hour, weekend and public holiday duties for the department and the hospital. Night duty hospital allocation as required. Competencies (knowledge/skills): Effective communication, interpersonal, leadership, decision making and conflict resolution skills. Principles of Management: Supervisory, leadership, problem solving, conflict resolution and interpersonal/communication skills, ability to function independently as well as part of the multi-disciplinary team, good organisational skills and the ability to function under pressure. Knowledge of Nursing legislation related legal and ethical nursing practices and framework. Human Resources, Labour relations legislation and Financial Management, including computer literacy (i.e. Ms Word, Excel, PowerPoint and Outlook).
<u>DUTIES</u>	: Provide innovative leadership in the allocated area to realise the strategic goals and objectives of the Nursing Division. Responsible for the co-ordination and delivery of quality nursing care within the relevant department; participation and implementation of audits and planned improvement initiatives. Participate in formulation, monitoring and implementation of policies, guidelines, standards, procedures and regulations pertaining to nursing care within the relevant Department. Provide effective support and management of human, material and financial resources, as well as Functional Business FBU management principles. Manage staff performance, training and personal development of self and subordinates including management of underperformance and grievances. Collect, provide and use relevant information for the enhancement of service delivery, including participation in and encouragement of nursing research and maintain ethical standards as well as promote professional development.
<u>ENQUIRIES</u>	: Ms A Moodley Tel No: (021) 404 2115
<u>APPLICATIONS</u>	: Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	: No payment of any kind is required when applying for this post.
<u>CLOSING DATE</u>	: 25 July 2025
<u>POST 24/184</u>	: <u>OPERATIONAL MANAGER NURSING GRADE 1 (GENERAL)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	: R549 192 per annum
<u>CENTRE</u>	: Western Cape Rehabilitation Centre
<u>REQUIREMENTS</u>	: Minimum educational qualification: Basic R425 qualification (i.e. degree/diploma in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as Professional Nurse. Registration with a Professional Council: Registration with SANC as a Professional Nurse. Experience: A minimum of 7 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Inherent requirements of the job: Willingness to work weekends, public holidays and relief night-duty as required. Competencies (knowledge/ skills): Knowledge and insight of relevant legislation and policy related to nursing within the public Sector. Ability to promote quality patient care through the setting, implementation and monitoring of standards. Effective interpersonal, leadership, decision making and conflict resolution skills. Good organisational skills and the ability to function under pressure. Computer literacy (i.e. MS Word, Excel, Outlook and PowerPoint).
<u>DUTIES</u>	: Supervise and co-ordinate the provision of effective and efficient client care through adequate excellent quality care. Manage and monitor proper utilisation of human, financial and physical resources. Participate in analysis, formulation and implementation of nursing guidelines, practices, standards and procedures. Maintain professional growth and ethical standards and promote quality of nursing care. Co- ordinate and monitor the implementation of nursing care plan and evaluation thereof. Develop and maintain constructive working relationship with nursing and other stakeholders (i.e. inter-sectorial and interdisciplinary, inter-departmental teamwork). Ensure that participation in research related activities are evident in the practice.
<u>ENQUIRIES</u>	: Ms. P. Fourie Tel No: (021) 370-2489.
<u>APPLICATIONS</u>	: Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	: No payment of any kind is required when applying for this post. The pool of applicants will be considered for other vacant similar posts within the Chief

		Directorate: Metro Health Services, for a period of 3 months from date of advert. Candidates will be subjected to a written/practical and oral assessment. 25 July 2025
<u>CLOSING DATE</u>	:	
<u>POST 24/185</u>	:	<u>OPERATIONAL MANAGER NURSING: (GENERAL)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R549 192 per annum
<u>CENTRE</u>	:	Cape Town Reproductive Clinic
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse and Midwife/Accoucheur. Registration with a Professional Council: Registration with the SANC as Professional Nurse and Midwife. Experience: A minimum of 7 years appropriate/recognisable nursing experience after registration as Professional Nurse with the SANC in General Nursing. Inherent requirements of the job: Valid (Code B/EB) driver's license. Competencies (knowledge/skills): Good managerial, supervisory and decision-making skills. Basic computer skills. Knowledge and insight of legislation and policies, relevant to current nursing practice within the Public Service. Disciplinary and conflict management skills.
<u>DUTIES</u>	:	Supervise the unit and ensure proper utilisation of physical, human and financial resource in accordance with legislation and policies. Provide management support, guidance and direction to personnel under her/his supervision towards the realisation of strategic goals and objectives. Maintain constructive working relationships with multi-disciplinary teamwork and other relevant stakeholders. Participate in health promotion initiatives, HAST audits and contribute to their evaluation and improvement plans.
<u>ENQUIRIES</u>	:	Ms N Diedericks Tel No: (021) 833 5000
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/186</u>	:	<u>CLINICAL NURSE PRACTITIONER GRADE 1 TO 2 (PRIMARY HEALTH CARE)</u> Chief Directorate: Central Karoo District
<u>SALARY</u>	:	Grade 1: R505 602 per annum Grade 2: R619 821 per annum
<u>CENTRE</u>	:	Laingsburg CC
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Council (SANC) as a Professional Nurse and midwife. Post-Basic nursing qualification with duration of at least one-year Diploma in Clinical Nurse Science, Health Assessment, Treatment and Care (R48) accredited with the SANC. Registration with a Professional Council: Registration with SANC as a Professional Nurse and Midwife. Experience: Grade 1: A minimum of 4 years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Grade 2: A minimum of 14 years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognizable experience after obtaining the 1-year post-basic qualification as mentioned above. Inherent requirements of the job: Valid (Code B/EB) driver's license. Willingness to work overtime when necessary and to work at other clinics in the Sub-district. Competencies (knowledge/ skills): Good communication skills (verbal and written). NIMART training or experience. Basic computer skills in (i.e. MS Word, Excel, Outlook). Problem solving, report writing, liaison and facilitation skills.
<u>DUTIES</u>	:	Assist with the management of the Burden of disease according to the comprehensive health programmes. Quality of service Plan and implement Health Promotion and Prevention activities in facility and Community. Link to the community structures and NPO's. Collect data and submit reports. Provide PHC services to the surrounding communities. Assist with the management of Human Resources, Finance, SCM, Strategy and Health support and Infrastructure and equipment management under supervision.
<u>ENQUIRIES</u>	:	Mr G Samuels Tel No: (023) 814 - 2023
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition

that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in the post basic qualification in: Curative Skills in Clinical Nursing Science: Health Assessment, Treatment and Care accredited with the SANC (R48). The pool of applicants will be considered for similar vacant posts within the Central Karoo District for a period of 3 months from date of advert. Candidates will be subjected to a practical/ oral assessment.

<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/187</u>	:	<u>CHIEF ARTISAN GRADE A</u> West Coast District
<u>SALARY</u>	:	R480 261 per annum
<u>CENTRE</u>	:	West Coast District office, Malmesbury
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate Trade Certificate (Electrical/Millwright/Painting/Carpentry/Plumbing. Experience: A minimum of at least 10 years appropriate experience after obtaining the Trade Certificate as an Artisan / Artisan Foreman. Appropriate supervisory / managerial experience. Inherent requirements of the job: Willingness to work overtime and perform standby duties afterhours, weekends and public holidays should the need arise. Must be physically fit to perform duties as required. Valid Code (B/EB/EC1) drivers' license. Competencies (knowledge/skills): Appropriate building management experience. Ability to work independently and good organisational and project management skills. Knowledge of the relevant legislative prescripts, policies and procedures Computer proficiency in MS Word, Excel, PowerPoint and Outlook.
<u>DUTIES</u>	:	Strategic Planning and management of health facilities maintenance needs and infrastructure projects. Maintenance workshop management. Supervision of workshop personnel and their workload. Provide input and assistance with technical specifications. Render sound quality and risk management practices. Implement strategies to ensure continuous adherence to OHSA and other legislative frameworks. Draft monthly reports and perform relevant administrative tasks. General support functions to supervisor and colleagues.
<u>ENQUIRIES</u>	:	Mr C Badenhorst Tel No: (021) 830 3752
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Shortlisted candidates may be subjected to a competency test.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/188</u>	:	<u>SOCIAL WORK SUPERVISOR GRADE 1 (SOCIAL SERVICES)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R477 564 per annum
<u>CENTRE</u>	:	Lentegeur Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate qualification in Social Work that allows for registration with the South African Council for Social Service Professionals (SACSSP) as a Social Worker. Registration with a Professional Council: Registration with the South African Council for Social Service Professions (SACSSP) as Social Worker. Experience: A minimum of 7 years' appropriate experience in social worker after registration as Social Worker with SACSSP. Inherent requirements of the job: Valid (Code B/EB driver license. Competencies (knowledge/ skills): Strong understanding of mental health conditions, treatment modalities, and crisis intervention. Appropriate supervisory experience. Appropriate experience in psychiatric hospitals. Ability to provide effective supervision, guidance, and support to social workers. Excellent communication, active listening, and interpersonal skills to work with diverse stakeholders. Ability to manage crisis situations, prioritize tasks, and ensure timely interventions. Understanding diverse cultural backgrounds, values, and beliefs. Familiarity with relevant laws, regulations, and policies governing mental health services. Understanding of hospital policies, procedures, and protocols. Skill in working collaboratively with multidisciplinary teams, patients, and families. Ability to maintain accurate, thorough, and timely records. Computer skills (Microsoft office). Ability to capture statistics on Clinicom.
<u>DUTIES</u>	:	Provide guidance, support, and oversight to social workers, ensuring high-quality services to patients and families. Collaborate with social workers to assess complex cases, develop treatment plans, and provide crisis intervention. Lead and coordinate social work teams, promoting effective communication, collaboration, and teamwork. Develop, implement, and monitor policies and procedures related to social work services. -Identify areas

		for quality improvement and implement initiatives to enhance patient care and outcomes. Effective communication and collaboration with multidisciplinary teams, patients, and families. Accurate, thorough, and timely reports, records, and documentation. Provide training, mentorship, and professional development opportunities for social workers. Develop and maintain relationships with community resources, organizations, and stakeholders.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms Ntathu Mfiki Tel No: (021) 3701403
	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates will be subjected to a written/practical and oral assessment. The pool of applicants will be considered for other similar vacant posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/189</u>	:	<u>PROFESSIONAL NURSE: (SPECIALTY CRITICAL CARE) (X3 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R476 367 per annum Grade 2: R583 989 per annum
<u>CENTRE REQUIREMENTS</u>	:	Groote Schuur Hospital, Observatory Minimum educational qualification: Basic R425(Degree/Diploma in nursing) or equivalent qualification that allows registration with SANC as Professional Nurse. A post-basic nursing qualification, with duration of at least 1 year, accredited with the SANC in Medical and Surgical Nursing Science: Critical Care Nursing: General. Registration with a Professional Council: Registration with the SANC as Professional Nurse. Experience: Grade 1: A minimum of 4 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Grade 2: A minimum of 14 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in the specific specialty after obtaining the 1-year post-basic qualification as mentioned above. Inherent requirements of the job: To work shifts and after-hours including weekends, public holidays and night duty. To rotate to other departments within the Critical Care units. Competencies (knowledge/ skills): Sound knowledge and understanding of nursing and health service-related acts, legislation, policies and practices. Problem solving, report writing, liaison and facilitation skills. Basic computer skills in MS Word, Excel, Outlook and use of Internet. Ability to lift and turn patients, stand for long hours and lift heavy equipment.
<u>DUTIES</u>	:	Provide an optimal, holistic, specialised Nursing Care within set standards and within a professional, legal framework as a Professional Nurse in Critical Care units. Maintain a constructive working relationship with nursing and other stakeholders. Utilise human, material and physical resources efficiently and effectively. Participate in research and training and development of community, staff and students to achieve optimal health care of Critical Care patients. Deliver an effective outreach service. Assist with administrative duties, e.g. data collation and reporting.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr D Peters Tel No: (021) 404-5082
	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	"Candidates who are not in possession of the required qualifications will be appointed into the general stream, and they will be required to obtain the necessary qualifications within a predetermined period of time. "Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in the post-basic qualification. The pool of applicants will be considered for similar vacant posts within Groote Schuur Hospital for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/190</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY) TRAUMA & EMERGENCY</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R476 367 per annum Grade 2: R583 989 per annum
<u>CENTRE</u>	:	MHS Victoria Hospital

<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. degree/diploma in Nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse and Midwife. Post-basic nursing qualification with a duration of at least one year accredited with the SANC in Medical and Surgical Nursing Science in Critical Care Nursing: Trauma and Emergency or Medical and Surgical Nursing Science in Critical Care Nursing: General. Registration with a Professional Council: Registration with SANC as Professional Nurse and Midwife. Experience: Grade 1: A Minimum of 4 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. Grade 2: A minimum of 14 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in Medical and Surgical Nursing Science in Critical Care Nursing: Trauma and Emergency or Medical and Surgical Nursing Science in Critical Care Nursing: General. Competencies (knowledge/ skills): Extensive knowledge of practices or regimes within the relevant disciplines. Excellent verbal and written communication skills. Ability to work effectively within a multi-disciplinary team. Analytical and Critical thinking abilities within an Emergency Room setting. Application of knowledge, skills and behavior to complete tasks accurately as well as maintaining high standard of care in managing care.
<u>DUTIES</u>	:	Provision of optimal, holistic specialized nursing care within the professional, ethical and legal framework and work as part of the multi-disciplinary team. Effective utilization of all resources. Provide support to Nursing Services ensuring quality productivity. Maintain professional growth/ethical standards and self-development. Participation in training, including mentoring and research.
<u>ENQUIRIES</u>	:	Mrs MAT Dubru-Shunmugam: email: Mary.Dubru@westerncape.gov.za
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. "Candidates who are not in possession of the required qualification will be appointed into the general stream and they will be required to obtain the necessary qualification within predetermined period of time. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in the post-basic qualification. The pool of applicants will be considered for other vacant posts within the Department for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/191</u>	:	<u>PROFESSIONAL NURSE: GRADE 1 TO 2 SPECIALTY (PSYCHIATRY)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R476 367 per annum Grade 2: R583 989 per annum
<u>CENTRE</u>	:	Klipfontein / Mitchells Plain Sub-structure
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. Diploma/Degree in Nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse with Psychiatry. A post-basic nursing qualification with a duration of at least 1 year accredited with the SANC in Advanced Psychiatric Nursing Science. Registration with a Professional Council: Registration with the SANC as Professional Nurse and Psychiatry. Experience: Grade 1: A minimum of 4 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Grade 2: A minimum of 14 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in Psychiatry after obtaining the one year post-basic qualification as mentioned above. Inherent requirements of the job: Valid (Code B/EB) driver's license. Willingness to consult patients at different facilities within the Sub-district. Ability to consult with clients who require mental health counselling. Competencies (knowledge/ skills): Good interpersonal and communication skills. Computer literate (Microsoft Office). Knowledge of and insight into relevant legislation and policies related to mental illness.
<u>DUTIES</u>	:	Actively participate in the clinical management and nursing care to patients with Mental Health problems within the Sub-district. Provide support and capacity development to PHC personnel for Sub-district level services and students and peers. Promote community development and participation in

		mental health care delivery. Liaise with other role players. Conduct research related to mental health and service delivery. Effective utilization of human, material and physical resources.
<u>ENQUIRIES</u>	:	Ms S Patel-Abrahams Tel No: (021)370-5000
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in the post basic qualification: in Advanced Psychiatric Nursing Science. Candidates will be subjected to a written/practical and oral assessment. The pool of applicants will be considered for other vacant Professional Nurse (Specialty: Psychiatry) posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/192</u>	:	<u>PROFESSIONAL NURSE GRADE 1 OT 2 (SPECIALTY: ONCOLOGY)</u>
<u>SALARY</u>	:	Grade 1: R476 367 per annum Grade 2: R583 989 per annum
<u>CENTRE</u>	:	Groote Schuur Hospital, Observatory
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post-basic nursing qualification with a duration of at least 1 year, accredited with the SANC in Medical and Surgical Nursing Science: Oncology. Registration with a Professional Council: Registration with the SANC as Professional Nurse. Experience: Grade 1: A minimum of 4 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Grade 2: A minimum of 14 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in the specific specialty after obtaining the 1-year post-basic qualification as mentioned above. Inherent requirements of the job: Work shifts and after-hours including weekends, public holidays and night duty. -Rotate to other departments within the oncology unit. Competencies (knowledge/ skills): Sound knowledge and understanding of nursing and health service-related acts, legislation, policies and practices. Problem solving, report writing, liaison and facilitation skills. Basic computer skills in MS Word, Excel, Outlook and use of Internet. Ability to lift and turn patients, stand for long hours and lift heavy equipment.
<u>DUTIES</u>	:	Provide an optimal, holistic, specialised Nursing Care within set standards and within a professional, legal framework as a Professional Nurse in Oncology wards/units. Maintain a constructive working relationship with nursing and other stakeholders. Utilise human, material and physical resources efficiently and effectively. Participate in research and training and development of community, staff and students to achieve optimal health care and rehabilitation of Oncology patients. Deliver an effective outreach service. Assist with administrative duties, e.g. data collation and reporting.
<u>ENQUIRIES</u>	:	Ms A Moodley Tel No: (021) 404 2115
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in the post basic qualification in: Medical & Surgical Nursing Science: Oncology Nursing: General. The pool of applicants will be considered for similar vacant posts within Groote Schuur Hospital for a period of 3 months from date of advert. Short-listed candidates may be subjected to a compulsory competency test.
<u>CLOSING DATE</u>	:	25 July 2025

<u>POST 24/193</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: MENTAL HEALTH) (X2 POSTS)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R476 367 per annum Grade 2: R583 989 per annum
<u>CENTRE</u>	:	Southern/Western Sub-structure (X1 Post) Kensington CDC (X1 Post)
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse with Psychiatry. A post-basic nursing qualification, with duration of at least one year, accredited with the SANC in Advanced Psychiatric Nursing Science. Registration with a Professional Council: Registration with the SANC as Professional Nurse and Psychiatry. Experience: Grade 1: A minimum of 4 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Grade 2: A minimum of 14 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in Psychiatry after obtaining the one-year post-basic qualification as mentioned above. Inherent requirements of the job: Valid (Code B/EB) driver's license. To perform relief duties within the Southern-Western district. Competencies (knowledge/ skills): Good interpersonal and communication skills. Computer literate (Microsoft Office). Knowledge of and insight into relevant legislation and policies related to mental illness.
<u>DUTIES</u>	:	Actively participate in the clinical management and nursing care to patients with Mental Health problems within the Sub-district. Provide support and capacity development to PHC personnel for Sub-district level services and students and peers. Promote community development and participation in mental health care delivery. Liaise with other role players. Conduct research related to mental health and service delivery.
<u>ENQUIRIES</u>	:	Ms Deidre Poole Tel No: (021) 2020 0944
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	"Candidates who are not in possession of the required qualifications will be appointed into the general stream, and they will be required to obtain the necessary qualifications within a predetermined period of time. "Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in the post basic qualification in Advanced Psychiatric Nursing Science.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/194</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: PSYCHIATRY)</u> Chief Directorate: Rural Health Services
<u>SALARY</u>	:	Grade 1: R476 367 per annum Grade 2: R583 989 per annum
<u>CENTRE</u>	:	Paarl Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse with Psychiatry. A post-basic, nursing qualification with a duration of at least 1 (one) year accredited with SANC in Advanced Psychiatry Nursing Science. Registration with a Professional Council: Registered with the South African Nursing Council (SANC) as a Professional Nurse and Psychiatry. Experience: Grade 1: A minimum of 4 years appropriate/recognizable experience in nursing after registration with the SANC as Professional Nurse. Grade 2: A minimum of 14 years appropriate/recognizable experience in nursing after registration with the SANC as Professional Nurse. At least 10 years of the period referred to above must be appropriate recognizable experience in the specific specialty after obtaining the 1 year post basic qualification as mentioned above. Inherent requirement of the job: Willingness to work shifts, night duty, overtime, public holidays and weekends. Competencies (knowledge/skills): Knowledge of relevant legislation and policies of the Department of Health Western Cape. Ability to communicate effectively (both written and verbal). Computer literacy (MS Word, Excel, PowerPoint and Outlook). Skills to plan, organise and coordinate the service by analysing, problem solving and decision making. Leadership towards the realisation of strategic goals and objectives of the

	Psychiatric Department. Ability to function independently, as well as in a multi-disciplinary team to ensure good patient care.
<u>DUTIES</u>	: Provide optimal, holistic specialized psychiatric nursing care within set standards and professional/legal framework. Effective utilization of human, financial and physical resources (equipment and consumables). Participation in appropriate personal /professional development activities: Self, students, and other categories of staff. Ensure efficient and accurate documentation, statistical data collection capturing, and participation in research activities. Assist with the development and implementation of nursing quality improvement plans, policies, and standard operating procedures. Display of core values of the Department of Health & Wellness in the WCH. In the execution of duties, while practicing within the legislation, regulations and protocols applicable to public service.
<u>ENQUIRIES</u>	: Ms E Smith Tel No: (021) 860-2839/ Emily.Smith@westerncape.gov.za
<u>APPLICATIONS</u>	: Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	: Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in the post basic qualification in: Advanced Psychiatric Nursing Science with the South African Nursing Council. The pool of applicants will be considered for similar vacant posts within Paarl Hospital for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	: 25 July 2025
<u>POST 24/195</u>	: <u>ASSISTANT DIRECTOR: FINANCE</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	: R468 459 per annum
<u>CENTRE</u>	: New Somerset Hospital
<u>REQUIREMENTS</u>	: Minimum educational qualification: Appropriate three-year National Diploma or Degree. Experience: Appropriate experience in patient administration, revenue collection and information management in a hospital environment. Inherent requirements of the job: Valid (Code B/EB) driver's license. Competencies (knowledge/ skills): In depth Knowledge of the PFMA, Hospital Fees Memorandum Chapter 18, including patient administrative related policies, Handling of state monies and receipts, procedures, practices and (UPFS) Uniform Patient Fee Schedule. Computer literacy in MS Package. Practical workable knowledge of ARS (Accounts Receivable System), BAS (Basic Accounting System) and Hospital Information Systems. Excellent interpersonal and communication skills with a strong sense of responsibility. Excellent Leadership skills and the ability to manage and coordinate a large component. The ability to interpret and analyse management reports as well as excellent report writing skills.
<u>DUTIES</u>	: Manage the overall performance of the Patient Administration, Revenue and Information Management Components. Responsible to implement and maintain internal controls and improvement plans in the various components to ensure compliance with the relevant Finance Instructions, Prescripts and Revenue Notices. Provide strategic input to minimising financial risk and optimise revenue collection at the Hospital. Ensuring quality monthly reporting is completed and submitted timeously for the various components. Ensuring effective Human Resource Management practices and processes are in place: Disciplinary Procedures, Supervision Structures, Leave Management, Performance Evaluations and Monitoring of the staff within various components.
<u>ENQUIRIES</u>	: Mr R Cajada Tel No: (021) 402 6594
<u>APPLICATIONS</u>	: Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	: No payment of any kind is required when applying for this post. Candidates will be subjected to a written/practical and oral assessment. The pool of applicants will be considered for other similar vacant posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	: 25 July 2025
<u>POST 24/196</u>	: <u>GISC TECHNOLOGIST PRODUCTION GRADE A TO C</u> Directorate: Health Intelligence
<u>SALARY</u>	: Grade A: R453 576 per annum Grade B: R513 303 per annum Grade C: R586 665 per annum

<u>CENTRE REQUIREMENTS</u>	: Head Office, Cape Town (Provincial Health Data Centre)
	: Minimum educational qualification: 4-year B degree in GISc (NQF Level 7) or relevant qualification. Registration with a professional council: Compulsory registration with PLATO as a GISc Professional on appointment. Experience: Grade A: 3-year post qualification experience in a GISc, data management and information. management environment. Grade B: 14 years' appropriate recognizable experience in an area after registration with PLATO. Grade C: 26 years' appropriate/recognizable experience in an area after registration with PLATO. Inherent requirement of the job: Valid code B/EB driver's license. Ability to travel within the Western Cape Province and overnight. (if and when required). Willingness to work extended hours based on operational requirements / service delivery needs. Competencies (knowledge/skills): Proficiency in Geographic Information Systems (ESRI ArcGIS desktop software). Knowledge and understanding of geographic information systems, relational database technology, spatial modelling and analyses, standards, and related policies/acts. Advanced knowledge of data management, information, and communication technology systems. Project management, presentation and report writing skills. Ability to think strategically, innovate, work independently, and demonstrate leadership in complex applications. Experience and proficiency with scripting languages such as Python, Rstudio, SQL, ArcPy, JavaScript, HTML and Power BI is essential.
<u>DUTIES</u>	: Conduct spatial data analysis, create maps, reports, and automate processes using programming languages such as R, SQL, Python, JavaScript, and ArcPy. Collaborating with GIS and non-geospatial staff members across the Department to assist in project prioritization to meet organizational needs, including data updates, workflow development and processing of a variety of data and mapping requests. Coordinate and facilitate GIS implementation, system audit, requirements analysis and implementation of GIS standards. Produce maps showing the spatial distribution of various kinds of data. Contribute technically on large and complex projects, using cutting-edge data, simulation, technology and innovative designs.
<u>ENQUIRIES APPLICATIONS</u>	: Mr N Zinyakatira, Email: Nesbert.Zinyakatira@westerncape.gov.za
	: Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	: No payment of any kind is required when applying for this post. A competency test may form part of the selection process.
<u>CLOSING DATE</u>	: 25 July 2025
<u>POST 24/197</u>	: <u>GRAPHIC DESIGNER</u> Directorate: Communication
<u>SALARY CENTRE REQUIREMENTS</u>	: R397 116 per annum
	: Head Office, Cape Town
	: Minimum educational qualification: Appropriate three-year National degree or diploma in Graphic Design. Experience: Appropriate experience in graphic design, photography, videography and visual content creation in a corporate or public sector setting. Inherent requirements of the job: Valid (EB) driver's license. Willingness to travel and work after hours. High levels of computer literacy (MS Office / Office365). Adobe Creative Cloud proficiency essential (InDesign, Illustrator, Premiere Pro, After Effects). Creativity, innovation, and strong interpersonal skills. Detail orientation and high-quality delivery under pressure. Competencies (knowledge/skills): Ability to create compelling visual assets for social media, print and web. Experience with video editing and content design for internal and public platforms. Understanding of brand management and alignment of visual content with strategic messaging. Team collaboration and contribution to content brainstorming and production cycles. Adaptability and initiative in a fast-paced communication environment.
<u>DUTIES</u>	: Design visually engaging content for social media, web, print and internal platforms. Collaborate with the communication and brand teams to align visuals with campaign goals. Assist with video editing and multimedia projects. Maintain brand consistency across all design and communication outputs. Contribute to creative development and stay updated with design trends. Develop templates and basic layout work to support day-to-day communication needs.
<u>ENQUIRIES APPLICATIONS</u>	: Mr D Evans Tel No: (021) 483-3080
	: Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	: No payment of any kind is required when applying for this post.
<u>CLOSING DATE</u>	: 25 July 2025

<u>POST 24/198</u>	:	<u>CHIEF INDUSTRIAL TECHNICIAN (CLINICAL ENGINEERING: ELECTRONICS WORKSHOP)</u> Clinical Engineering Goodwood, Electronics section
<u>SALARLY CENTRE REQUIREMENTS</u>	:	R397 116 per annum Head Office, Cape Town Minimum educational qualification: National Diploma in Electrical (LC) Engineering (T; S or N stream), or registration as an Engineering Technician in terms of the Engineering Profession of South Africa Act (Act 46 of 2000). Experience: Appropriate maintenance experience after qualification on electronic medical and related equipment repairs. Inherent requirement of the job: Valid driver's license (Code B/EB) and willing to travel throughout the Western Cape. Competencies (knowledge/skills): Proven knowledge of health technology principles. Ability to compile technical specifications for medical equipment. Excellent ability to do faultfinding on equipment. Proven experience computer literacy (i.e. MS Word, Excel). Advanced knowledge of managing, planning and organizing maintenance schedules. Product specific technical training.
<u>DUTIES</u>	:	Carry out advanced maintenance, repairs, calibration, modifications and installations of medical (electronic) equipment. Train junior technicians and users on equipment. Ensuring that the equipment meets legal and safety requirements of the manufacturers and statutory bodies. Perform all administrative functions as required by the Clinical Engineering Department, managers and health. Technology prescripts while ensuring compliance with the Occupational Health and Safety Act of 1993. Liaison with hospital and private sector staff while reporting to the manager of the relevant workshop. Manage the workshop in the absence of manager in charge of relevant workshop and be willing to work within all Clinical Engineering disciplines background, criminal, qualification, credit and driver's license verification.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr W Padayachee Tel No: (021) 590 5008 Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	Shortlisted candidates will be subjected to a competency test on day of interview and will also need to sign a form allowing.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/199</u>	:	<u>SENIOR ADMINISTRATIVE OFFICER: FINANCE (SUNDRY CREDITORS)</u>
<u>SALARLY CENTRE REQUIREMENTS</u>	:	R397 116 per annum Red Cross War Memorial Childrens' Hospital, Rondebosch Minimum educational qualification: Appropriate three-year National Diploma or Degree. Experience: Appropriate experience in Finance that focuses on the Key Performance Areas of the post. Appropriate experience and skills in BAS (Basic Accounting System), LOGIS, or other appropriate Financial Systems and PERSAL. Competencies (knowledge/skills): Relevant knowledge, skills and experience of financial systems, processes, procedures, prescripts and legislative framework (PFMA, NTR's, etc.). Knowledge of BAS, PERSAL and LOGIS. Knowledge of Annual Financial Statements. Knowledge of budget, expenditure and suspense accounts. Computer literacy. Knowledge of and ability to apply the Disciplinary Code. Ability to analyse and provide solutions to problems. In-depth knowledge of SCOA codes and reports on LOGIS / BAS. Good leadership and managerial skills. Ability to work under pressure and independently. Supervisory experience.
<u>DUTIES</u>	:	Support the Assistant Director: Finance in executing the hospital's strategic objective. Effectively manage the Creditors section to achieve its goals and targets. Ensure timeous and accurate reporting with regards to the Annual Financial Statements. Interpret, apply and ensure compliance of financial policies, regulations and instructions as practiced in the Public Sector. Do quarterly evaluations and give training to personnel. Authorize transactions on LOGIS and BAS. Manage the performance and development of staff. Effective handling of computer systems such as LOGIS and/or BAS. Maintain and clear Assets and Liabilities accounts. Manage and maintain debtor accounts.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms H van Graan Tel No: (021) 658-5007 Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a practical test.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/200</u>	:	<u>CASE MANAGER</u>
<u>SALARY CENTRE</u>	:	R397 116 per annum Ceres Hospital

<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate three-year health related National Diploma/Degree or equivalent registrable with the Health Professions Council of South Africa (HPCSA) or South African Nursing Council (SANC). Experience: Appropriate experience in Case Manager. Inherent requirement of the job: A Code (B/EB) valid driver's license. Competencies (knowledge/skills): Knowledge of the Uniform Patient Fees Schedule, Hospital Information Systems and EDI (Electronic Data Interchange). Knowledge of the Medical Aid Act 131 of 1998 and the application of Prescribed Minimum Benefit (PMB) legislation i.e. the Chronic Disease List (CDL) and the Diagnostic Treatment Pairs (DTP).
<u>DUTIES</u>	:	Responsible for the management and implementation of Case Management policies, protocol and procedures in the hospital. Perform operational Case Management functions inclusive of pre-authorization and clinical review to ensure compliance with Case Management policies and procedures. Conduct clinical audits of patient accounts to ensure accuracy of invoices for submission to medical aid and state departments and the provision of quotes. Provide support to the hospital Fees Department in terms of follow-up of outstanding medical scheme and state department balances, account queries and provide quotations to H2, H3 and Foreign patients. Assist with EDI rejections to ensure timeous submission of medical scheme invoices. Assist Hospital Management in the distribution of Quality Client Care and compilation of statistical reports.
<u>ENQUIRIES</u>	:	Mr MC Wessels Tel No: (023) 316-9602
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. A practical test may form part of the interview process. The pool of applicants will be considered for similar vacant posts within Ceres Hospital for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/201</u>	:	<u>CASE MANAGER</u>
<u>SALARY</u>	:	R397 116 per annum
<u>CENTRE</u>	:	Groote Schuur Hospital, Observatory
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate three-year health related National Diploma/Degree registrable with the Health Professions Council of South Africa (HPCSA) or South African Nursing Council (SANC). Experience: Appropriate experience in liaison with medical aid (funders) and managed care organisations with regards to MHC policies, protocols, optimal fund utilisation and updated clinical information. Appropriate experience in Case Management/Medical Aid Environment. Appropriate experience in ICD 10 codes assigned. Competencies (knowledge/ skills): Knowledge of the Uniform Patient Fees Schedule, Hospital Information Systems and EDI (Electronic Data Interchange). Knowledge of Medical Aid Act 131 of 1998 and the application of Prescribed Minimum Benefit (PMB) legislation i.e. the Chronic Disease List (CDL) and the Diagnostic Treatment Pairs (DTP). Ability to work with MS Excel and Web-based Programmes (medical aids). Ability to link patient diagnosis with procedure codes.
<u>DUTIES</u>	:	Perform hospital Case Management functions wrt authorisation, benefit management, and review of clinical information for externally funded clients. Co-ordinate the workflow process between clinical and admin personnel supporting various role players within the hospital wrt ICD-10 codes, prescribed minimum benefits and account queries. Conduct clinical audits of Medical Aids and State Department, eg. RAF and COIDA to ensure accuracy of invoices. Implement Case Management policies, protocols and procedures within the hospital. Provide quotations to privately funded and foreign patients and compile statistical reports. Supervision of staff and liaison with relevant role players in matters relating to Case Management. Relief colleagues.
<u>ENQUIRIES</u>	:	MR TJ Langenhoven Tel No: (021) 404 2358.
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for these posts. Candidates will be subjected to a competency test.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/202</u>	:	<u>SOCIAL WORKER GRADE 1 TO 4</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R325 200 per annum Grade 2: R397 119 per annum Grade 3: R477 564 per annum Grade 4: R585 441 per annum
<u>CENTRE</u>	:	Klipfontein / Mitchells Plain Sub-structure Office

<u>REQUIREMENTS</u>	:	Minimum educational qualification: Appropriate Bachelor's degree in Social Work (or equivalent) qualification. Registration with a Professional Council: Registration with the South African Council for Social Service Professions (SACSSP) as Social Worker. Experience: Grade 1: None. Grade 2: A minimum of 10 years appropriate experience in Social Work after registration as Social Worker with SACSSP. Grade 3: A minimum of 20 years appropriate experience in Social Work after registration as Social Worker with SACSSP. Grade 4: A minimum of 30 years appropriate experience in Social Work after registration as Social Worker with SACSSP. Inherent requirements of the job: Valid (Code B/EB) driver's license. Provide an after-hour service over weekends and public holidays. Willingness to work in any department in the community health Centre and counseling of patient defaulters. Competencies (knowledge/skills): Knowledge of the psycho-social implications and therapeutic skills regarding illness and disease. Good administrative and computer literacy skills. Knowledge and experience in crisis intervention work.
<u>DUTIES</u>	:	Specialist service delivery in designated clinical area. Maintain a proper Administration system and effectively manage the physical resources. Education and training of professional self, staff and students and research.
<u>ENQUIRIES</u>	:	Ms R Hull Tel No: (021) 370-5000
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for other vacant Pharmacist Assistant Post Basic posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert. Candidates will be subjected to a written/practical and oral assessment.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/203</u>	:	<u>ADMINISTRATIVE OFFICER: HUMAN RESOURCE MANAGEMENT</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R325 101 per annum
<u>CENTRE</u>	:	Lentegeur Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in Personnel Administration (i.e. Salary administration, Service Conditions, Personnel Management and Recruitment and Selection). Appropriate supervisory experience. Competencies (knowledge/ skills): Knowledge of People Management legislation and policies with the ability to understand and provide advice on policies. Abilities to function effectively within a team environment with or without supervision. Computer literacy in MS Office (Word, Excel, PowerPoint, Outlook) Appropriate PERSAL experience.
<u>DUTIES</u>	:	Manage all Human Resource related functions within the HR Department in conjunction with the Senior Administrative Officer. Supervise Administration Clerks to ensure effective functioning of the Personnel Administration Section. Administer and ensure effective and efficient implementation of Human Resource Management policies and prescripts. Approve PERSAL transactions. Train and develop sub-ordinates. Train all occupational groups at the institution regarding HR matters. Handle all appointments, service termination, salary administration, PILLIR, RWOEE, WCA and general service conditions, auditing of leave and personnel files, debt management, pension administration and management of paysheets and commuted overtime. Assist to maintain PM databases. Ensure effective and efficient Recruitment and Selection processes.
<u>ENQUIRIES</u>	:	Mr ZR Zakhe Tel No: (021) 370 1246
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to an written/practical and oral assessment. The pool of applicants will be considered for similar posts within the Chief Directorate: Metro Health Services for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	25 July 2025

<u>POST 24/204</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 3 (NURSING GENERAL) FEMALE WARD) (X1 POST), QUALITY ASSURANCE (X1 POST)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R324 384 per annum Grade 2: R396 132 per annum Grade 3: R476 367 per annum
<u>CENTRE REQUIREMENTS</u>	:	Eerste River Hospital Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse and Midwife. Registration with a Professional Council: Registration with the SANC as Professional Nurse and Midwife. Experience: Grade 1: None. Grade 2: A minimum of 10 years appropriate/recognisable experience in nursing after registration with the SANC as a Professional Nurse in General Nursing. Grade 3: A minimum of 20 years appropriate/recognisable experience in nursing after registration with the SANC as a Professional Nurse in General Nursing. Inherent requirements of the job: Willingness to work shifts, night duty, public holiday, and be on call. Willingness to rotate to different wards according to operational requirements. Competencies (knowledge/skills): Knowledge of Nursing Care processes and procedures of the Nursing Act. Problem solving, decision-making, and good interpersonal skills. Report writing skills. Health promotion and team building.
<u>DUTIES</u>	:	Provide direction and supervision for the implementation of the nursing plan (Clinical practice/quality patient care). Implement standards, practices, criteria, and indicators for quality nursing (quality of practice). Practice nursing and health care in accordance with the laws and regulations relevant to nursing and health care. Maintain a constructive working relationship with nursing and other stakeholders. Utilize human, material, and physical resources efficiently and effectively.
<u>ENQUIRIES APPLICATIONS</u>	:	Mrs MM Luphondo Tel No: (021) 902 8010/57 Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. "Candidates, who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before of the interview. This concession is only applicable on health professionals who must apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)". The pool of applicants will be considered for other vacant Professional Nurse General posts within the Chief Director: Metro Health Services, for a period of 3 months from date of advert. Candidates will be subjected to a written/practical and oral assessment.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/205</u>	:	<u>PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL NURSING) (X3 POSTS)</u> Central Karoo District
<u>SALARY</u>	:	Grade 1: R324 384 per annum Grade 2: R396 132 per annum Grade 3: R476 367 per annum
<u>CENTRE REQUIREMENTS</u>	:	Lainsburg Hospital Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse and Midwife. Registration with a Professional Council: Registration with the SANC as a Professional Nurse and Midwife. Experience: Grade 1: None after registration as Professional Nurse with the SANC in General Nursing. Grade 2: A minimum of 10 years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Grade 3: A minimum of 20 years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Competencies (knowledge/ skills): Basic computer skill in Ms Word. The ability to function independently under pressure, as well as in a multi-disciplinary team to ensure good patient care. Knowledge of Nursing Practices, Infection Prevention Control, control measures and practices. Excellent communication skills (both written and verbal).
<u>DUTIES</u>	:	Provide direction and supervision for the implementation of the nursing plan (clinical practice or patient care). Implement standards, practices, criteria, and indicators for quality nursing (quality of practice). Practice nursing and health

		care in accordance with the laws and regulations relevant to nursing and health care. Maintain constructive working relationship with nursing and other stakeholders. Utilize human, material, and physical resources efficiently and effectively.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr G Samuels Tel No: (023) 814 - 2015
	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for similar vacant posts within Central Karoo District for a period of 3 months from date of advert. Candidates will be subjected to a practical/written assessment.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/206</u>	:	<u>ADMINISTRATIVE OFFICER: INFORMATION MANAGEMENT</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R325 101 per annum
<u>CENTRE</u>	:	Metro TB Hospital Complex
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in information management in the Department of Health and Wellness information systems. Inherent requirements of the job: Valid (Code B/EB) driver's license. Competencies (knowledge/ skills): Computer literacy and proficiency. Knowledge of hospital operations, business process analysis, mapping, modelling and re-engineering. Knowledge of health information policies and software i.e CLINICOM, TIER.Net, SINJANI, JAC Pharmacy, SPV, ECCR, SPV, Business intelligence, Ideal Hospital and DHIS Microsoft 365 E-mail communication, Excel, Word, PowerPoint and SharePoint.
<u>DUTIES</u>	:	Provide training to end users. Facilitate communication between end users, management and clinical components, external stakeholders and engage in joint planning. System Implementation, stabilization, and optimization End user support. Information management reporting and data governance.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms W Sonnie Tel No: (021) 508-7403
	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for the post.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/207</u>	:	<u>PHARMACIST ASSISTANT (POST BASIC) GRADE 1 TO 3</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R264 750 per annum Grade 2: R306 411 per annum Grade 3: R330 540 per annum
<u>CENTRE</u>	:	Inzame Zabantu Community Day Centre
<u>REQUIREMENTS</u>	:	Minimum educational qualification: A qualification that allows registration with the SAPC as a Pharmacist Assistant (Post-Basic) Institutional, as required by the training facility and the South African Pharmacy Council (SAPC). Registration with a Professional Council: Current registration with the SAPC as Pharmacist Assistant (Post-Basic) Institutional. Experience: Grade 1: Grade 1: None after registration with the SAPC as Pharmacist Assistant (Post-Basic). Grade 2: A minimum of 5 years' appropriate experience as Pharmacist Assistant after registration as a Pharmacist Assistant (Post-Basic) with the SAPC. Grade 3: A minimum of 13 years' appropriate experience as Pharmacist Assistant after registration as a Pharmacist Assistant (Post-Basic) with the SAPC.
<u>DUTIES</u>	:	Dispensing and capturing of prescriptions under supervision of pharmacists. Counselling the patients. Receiving stock from supplier and capturing thereof. Ordering and issuing of stock. Manufacturing of mixtures under the supervision of the pharmacist. Support and assist pharmacist.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr M Roomanay Tel No: (021) 370-5000
	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for

appointments on condition that proof of application for registration with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for other vacant Pharmacist Assistant Post Basic posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert. Candidates will be subjected to a written/practical and oral assessment.

<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/208</u>	:	<u>PHARMACIST ASSISTANT (POST-BASIC) GRADE 1 TO 3 (X2 POSTS)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R264 750 per annum Grade 2: R306 411 per annum Grade 3: R330 540 per annum
<u>CENTRE</u>	:	False Bay Hospital and Du Noon CHC
<u>REQUIREMENTS</u>	:	Minimum educational qualification: As required by the training facility and the South African Pharmacy Council (SAPC) plus Post-Basic Pharmacist Assistant qualification that allows registration with the SAPC as a Pharmacist Assistant (Post-Basic). Registration with a Professional Council: Registration with the SAPC as a Pharmacist's Assistant (Post-Basic). Experience: Grade 1: None after registration with the SAPC as a Pharmacist's Assistant (Post-Basic). Grade 2: A minimum of 5 years' appropriate experience as Pharmacist Assistant after registration as a Pharmacist Assistant (Post-Basic) with the SAPC. Grade 3: A minimum of 13 years' appropriate experience as Pharmacist Assistant after registration as a Pharmacist Assistant (Post-Basic) with the SAPC. Inherent requirement of the job: Willingness to work shifts. Competencies (knowledge/skills): Good computer literacy. Good Interpersonal and communication skills. Ability to work as part of a team or independently. Ability to work under pressure.
<u>DUTIES</u>	:	Perform the following services or acts under the direct personal supervision of a pharmacist: Assist with reading and preparation of a prescription, the selection, manipulation or compounding of the medicine, the labelling and supply of the medicine in an appropriate container following the interpretation and evaluation of the prescription by a pharmacist. Assist with the provision of instructions regarding the correct use of medicine supplied and information to individuals to promote health. Assist with the distribution, control of and ordering of medicine and scheduled substances. Assist with the compounding or manufacturing of a non-sterile or sterile medicine or scheduled substance according to a formula and standard operating procedures approved. Assist with general housekeeping and administrative tasks. Support facilities with managing and expanding chronic medicine access through all differentiated models of care e.g. home deliveries of chronic medicine.
<u>ENQUIRIES</u>	:	Ms. Christel Van Zyl Tel No: (021) 782 1121 – False Bay Hospital. Ms Susanna Grobler Tel No: (021) 200 4501 – Du Noon CHC
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates registered in the category "Community Pharmacy" may also apply but must be willing to obtain registration in the category "Institutional Pharmacy" within 12 months and must work under direct supervision of a pharmacist during this period. Failure to comply will lead to the termination of services in the case of those appointed from outside the public service. In the case of serving employees, the employee will return to his/her previous post. The pool of applicants will be considered for other vacant similar posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert. Candidates will be subjected to a written/practical and oral assessment. -"Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)."
<u>CLOSING DATE</u>	:	25 July 2025

<u>POST 24/209</u>	:	<u>ADMINISTRATION CLERK: SUPPLY CHAIN MANAGEMENT (X3 POSTS)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R228 321 per annum
<u>CENTRE</u>	:	Lentegeur Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accountancy as a passed subject and/or Senior Certificate (or equivalent) with experience/competence that focuses on the Key Performance Areas (KRA's) of the post. Inherent requirement of the job: Willingness to rotate within Supply Chain Section and relieve colleagues when required. Competencies (knowledge/skills): Applied knowledge of the Accounting Officer's System and SCM Delegations of the Department. Computer literacy in MS Office. Knowledge of the PFMA, National and Provincial Treasury Instructions and Accounting Officer System.
<u>DUTIES</u>	:	(key result areas/outputs): Ensure accurate stock control. i.e. Verify stock levels and maintain minimum and maximum levels. Manage inventory effectively in terms of storage, cleanliness, and safe keeping of items. Ensure proper Asset Management i.e. Planning, Maintaining, Movements, Disposals and Stocktaking are performed. Work on LOGIS & Institutions systems. Assist with compiling and management of Annual Procurement Plan.
<u>ENQUIRIES</u>	:	Mr M Mdodeni Tel No: (021) 370 1125
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates will be subjected to a written/practical and oral assessment. The pool of applicants will be considered for other similar vacant posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/210</u>	:	<u>STERILIZATION OPERATOR: SUPERVISOR (CENTRAL STERILE SERVICE DEPARTMENT)</u> Chief Directorate: Metro Health Service
<u>SALARY</u>	:	R228 321 per annum
<u>CENTRE</u>	:	Mowbray Maternity Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: General Education and Training Certificate (GETC) / Grade 9 (Std 7). Experience: Appropriate experience in Sterilisation and Decontamination Services as an Operator in a hospital environment. Inherent requirements of the job: Willingness to work shifts, weekends, public holidays, and night duty when required. Competencies (knowledge/skills): Must have numeracy skills and should be able to think analytically. Ability to supervise and be assertive. Sound knowledge of sterilisation and gas sterilisation practices and Decontamination processes. Computer literacy. Independent effective decision making and problem-solving skills within the limits of the Public Sector policy framework.
<u>DUTIES</u>	:	Manage, organise and control of Central Sterile Services Department. Human resource management of the Central Sterile Services Department. Financial resource management of Central Sterile Services Department. Infrastructure management of Central Sterile Services Department.
<u>ENQUIRIES</u>	:	Ms T Nqwede Tel No: (021) 659-4952
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates will be subjected to a written/practical and oral assessment. The pool of applicants will be considered for other vacant similar posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/211</u>	:	<u>ADMINISTRATION CLERK: REGISTRY</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R228 321 per annum
<u>CENTRE</u>	:	Karl Bremer Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate knowledge and practical experience of medical records. Inherent requirement of the job: Willingness to rotate and relieve in the Medical Records and Archives. Prepared to work 12-hour shifts including night duty, Overtime, weekends and Public Holidays. Willingness to work scheduled hours according to operational needs of the Hospital. Competencies (knowledge/skills): Knowledge and practical experience of Patient Records Management. Computer literacy (MS Word, MS Excel, and Ms Outlook). Good interpersonal skills. Innovative, hardworking, able to work under pressure and ability to organise and manage time.

<u>DUTIES</u>	:	Issue and receive folders, clinical notes and X-rays. Timeous Filling of patient documents and medical folders. Issuing of folders to all the requestors and other colleagues as well as other Hospitals. Data capturing on Clinicom or any computerised systems. Assist with sorting folders, x-rays, and patient documentation. Destroy (culling), on a daily basis old folders and x-rays according to the Departmental Circulars and Archives Acts. Attending relevant queries (verbal and written) and performing related administrative tasks as instructed by the supervisor.
<u>ENQUIRIES</u>	:	Ms. N Dunjwa Tel No: (021) 918-1372
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. The pool of applicants will be considered for other similar posts within the Chief Directorate: Metro Health Services for a period of 3 months from the date of the advert. Shortlisted Candidates will be subjected to a practical/written and oral assessment.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/212</u>	:	<u>ADMINISTRATION CLERK: SUPPLY CHAIN MANAGEMENT (PROCUREMENT)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R228 312 per annum
<u>CENTRE</u>	:	Metro TB Hospital Complex
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics or Accountancy as a passed subject and/or Senior Certificate (or equivalent) with experience/competencies that focuses on the Key Performance Areas (KRA's) of the post. Experience: Appropriate Supply Chain Management experience including Procurement of Goods and Services. Inherent requirements of the job: Valid Code E/EB Driver's License. Competencies (knowledge/ skills): Computer literacy (MS Office: Word, Excel and PowerPoint). Ability to function independently as well as in a multi-disciplinary team. Good communication and interpersonal skills. Knowledge of LOGIS, ESL (Essential Supplier List) and Electronic Procurement System systems. Knowledge of the Public Finance Management Act (PFMA), National, Provincial Treasury, Regulations and Policies. Knowledge of Supply Chain Management and Finance administrative processes.
<u>DUTIES</u>	:	Demand and Acquisitioning of goods and services including drafting of specifications and conducting site meetings. Ensure Audit Compliance. Internal control and Supply Chain Management Reporting. Support to Supervisor, Team and end users in terms of procurement related queries.
<u>ENQUIRIES</u>	:	Mr B Silwanyana Tel No: (021) 508-7451
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for the post.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/213</u>	:	<u>ADMINISTRATION CLERK: REGISTRY</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R228 321 per annum
<u>CENTRE</u>	:	New Somerset Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate medical records experience in a health environment. Inherent requirement of the job: Willing and able to perform overtime hours when required Must be physically able to lift heavy loads and perform long hours on your feet. Competencies (knowledge/skills): Knowledge of the HIS Clinicom Tracking system, proven knowledge of medical records processes and procedures. Knowledge of National/Provincial Archiving Act. Ability to work independently with the minimum supervision and effectively within a team. Ability to work with a high degree of accuracy and care under pressure. High ethical standards as incumbent will have access to confidential files. Computer literacy in the MS package.
<u>DUTIES</u>	:	Render an effective and efficient medical records service and folder management. Complete relevant Clinicom Case Note Tracking system transactions. Create and maintain an effective filing system. Accurately and timeously file and retrieve all requested patient folders or case notes. Maintain filing banks and patient folder covers. Ensuring that culling and archiving of folders are done routinely and in line with policy.
<u>ENQUIRIES</u>	:	Ms R Abrahams Tel No: (021) 402-6340
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a written/practical and oral assessment. The pool of applicants will be considered for other similar vacant posts within the Chief Director: Metro Health Services, for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/214</u>	:	<u>ADMINISTRATION CLERK: HRD (PEOPLE DEVELOPMENT)</u> Directorate: People Development
<u>SALARY</u>	:	R228 321 per annum
<u>CENTRE</u>	:	Head Office, Cape Town
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Matric (Senior Certificate). Experience: Appropriate experience Expanded Public Works Programme Reporting System. Appropriate experience integrated Grant for Provinces implementation. Inherent requirement of the job: Ability to travel widely within the Western Cape and a valid Code B/EB driver's license. Competencies (knowledge/skills): Sound knowledge and understanding Expanded Public Works Programme Reporting System. Sound knowledge and understanding of the principles of Incentive Grant for Provinces implementation.
<u>DUTIES</u>	:	Support People Development with the implementation of the Expanded Public Works Programme. Ensure processes are in place to meet EPWPRS targets as set by NDPW. Representative at all Social Sector engagements. Facilitate implementation and monitoring of Incentive Grant for Provinces. Administrative assistance in the input, collation, storing and manipulation of data related to People Development and related programmes. Maintain databases to collate, store and manipulate data to strengthen implementation and monitoring systems.
<u>ENQUIRIES</u>	:	Mr W Peters Tel No: (021) 483 3785
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/215</u>	:	<u>ADMINISTRATION CLERK: SUPPORT</u>
<u>SALARY</u>	:	R228 321 per annum
<u>CENTRE</u>	:	Groote Schuur Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in a Fees-related environment. Inherent requirements of the job: Must be willing to work shifts (night duty, weekends, and public holidays) and rotate between departments. Competencies (knowledge/ skills): Good communication skills (verbal and written). Computer literacy. Knowledge of Hospital Fees Memorandum 18, UPFS, HIS, Clinicom, Billing and Finance instructions. Strong sense of confidentiality.
<u>DUTIES</u>	:	Accurate patient assessments and admissions on Clinicom and updating Hectis System. Raising invoices as per Hospital Fees policies. Manage busy telephone. Debit Charge Entries to Invoices as per UPFS and PGWC billing procedures. Handling of state money. Covering for colleagues and undertaking various other clerical duties as and when required.
<u>ENQUIRIES</u>	:	Ms A Swartz Tel No: (021) 404 2333
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Shortlisted candidates may be required to attend a practical test.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/216</u>	:	<u>ADMINISTRATION CLERK: SUPPLY CHAIN MANAGEMENT (STORES)</u> Chief Directorate: Rural Health District
<u>SALARY</u>	:	R228 321 per annum
<u>CENTRE</u>	:	Worcester Regional Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accountancy as passed subject and/or Senior Certificate (or equivalent) with experience/competencies that focuses on the Key Performance Areas (KPA's) of the post. Inherent requirements of the job: Rotate within the Supply Chain Section and relieve colleagues. Experience: Appropriate experience in a Supply Chain environment and/or within Health Sector Commodities. Competencies (knowledge/ skills): Computer literacy (i.e. MS Word, Excel, Power Point and Outlook). Sound communication, organisational and interpersonal skills. Knowledge of Supply Chain Management processes, PFMA and the Accounting Officers System. Knowledge of LOGIS, EPS and ESL.

<u>DUTIES</u>	:	Demand and acquisition (i.e. assist with identifying procurement plan items and ESL). Source quotations: Advertise requests on EPS to source quotations, perform an SCM evaluation of such quotes and guide users on how to evaluate. Generate and place orders with suppliers and maintain filing and complete adjudication of awarded orders on EPS.P Prepare documentation for quotation committee meetings. Ensure that all transactions comply with legislative requirements. Handle telephonic and written enquiries from Directorates and Suppliers and perform relief duties within SCM component.
<u>ENQUIRIES</u>	:	Mr L Jacobs Tel No: (023) 348-1106
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a practical test. The pool of applicants will be considered for similar vacant posts within Worcester Regional Hospital for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/217</u>	:	<u>SENIOR SECURITY OFFICER</u>
<u>SALARY</u>	:	R228 321 per annum
<u>CENTRE</u>	:	Tygerberg Hospital, Parow Valley
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Senior Certificate or equivalent qualification. Registration with a Professional Council: Registration with PSIRA at the level of Grade A. Experience: Appropriate experience as a Security Supervisor. Appropriate Security Control Room operator experience. Appropriate CCTV surveillance systems operator experience. Contract Management experience. Inherent requirement of the job: Valid (Code B/EB) or higher driver's license. Physically fit. Willingness to work shifts as set out and be available on a 24-hour basis. Must be prepared to rotate and be allocated to various buildings of the Hospital. Must be prepared to undergo a NIA security clearance. Competencies (knowledge/skills): Good written and verbal communication skills. Knowledge of relevant prescripts, regulations and procedures. Ability to write reports. Computer literacy (Windows and Ms Word). CCTV surveillance and control room practice.
<u>DUTIES</u>	:	Supervise security control room and general staff management and liaise with management. Office administration: compile rosters, administer leave, performance monitoring, allocate duties, discipline of subordinates. Ensure Access/Egress Control is exercised effectively and efficiently. Ensure effective patrolling of the buildings' parking areas and the perimeter. Contract compliance, monitoring and management of Private Security in terms of the SLA. Conduct investigations and complaints with regards to thefts, undermining activities, unauthorized entries. Liaise with the SAPS and all other law enforcement agencies.
<u>ENQUIRIES</u>	:	Mr V.P. September Tel No: (021) 938-6077
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates will be subjected to a practical assessment.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/218</u>	:	<u>FORENSIC PATHOLOGY OFFICER GRADE 1 TO 2</u> Chief Directorate: Emergency Clinical Services Support (Contract until 31 March 2026)
<u>SALARY</u>	:	Grade 1: R217 092 per annum Grade 2: R252 840 per annum
<u>CENTRE</u>	:	Observatory Forensic Pathology Institute (OFPI)
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Senior Certificate with having achieved Mathematics, Life Science and/ or Biology as passed subjects. Experience: Grade 1: None. Grade 2: 10 years' appropriate experience. Inherent requirements of the job: Valid Code B/EB driver's license. Ability to interpret and apply policies. Ability to work with and lift corpses (mutilated, decomposed, infectious viruses, obese). Be willing to work shifts and overtime. Computer and software literacy. Will be required to deliver testimony in court proceedings. Competencies (knowledge/skills): Ability to communicate clearly and discreetly in person and in writing. Ability to be trained in 4X4 Vehicle handling. Ability to be trained in photography. Willingness to assist with duties in an X-ray room. Willingness to be trained in Forensic Investigation and Dissection. Willingness to be trained in Forensic Pathology Business Processes. Appropriate Forensic Pathology Service experience. Ability to achieve and maintain good interpersonal and working relations with staff and clients.
<u>DUTIES</u>	:	Effective and efficient recovery, storage and processing of deceased. An effective Forensic autopsy process rendered in accordance with set standards

and guidelines. -Optimal control of reports and statements during and after the Forensic Mortuary process. An effective and efficient Management of Unknown corpses. An efficient support service to the Manager with regard to Corporate and Clinical Governance functions of the Observatory Forensic Pathology Institute.

<u>ENQUIRIES</u>	:	Mr. RH Pietersen (Richard.Pietersen@westerncape.gov.za)
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a practical and driver's test. Candidates will be subjected to a security clearance prior to appointment.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/219</u>	:	<u>STAFF NURSE GRADE 1 TO 3 (X4 POSTS)</u> Cape Winelands Health District
<u>SALARY</u>	:	Grade 1: R220 614 per annum Grade 2: R262 287 per annum Grade 3: R306 798 per annum
<u>CENTRE</u>	:	Kylemore Clinic (X1 Post) Franshoek Dorp Mobile (X1 Post) Franshoek Groendal CDC (X1 Post) Cloetesville CDC (X1 Post), Stellenbosch Sub-District
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Qualification that allows registration with SANC as a Staff Nurse. Registration with a Professional Council: Registration with the South African Nursing Council as a Staff Nurse. Experience: Grade 1: None. Grade 2: A minimum of 10 years' appropriate/recognisable nursing experience after registration with the SANC as a Staff Nurse. Grade 3: A minimum of 20 years' appropriate/recognisable experience in nursing after registration with the SANC as a Staff Nurse. Inherent requirements of the job: Valid (code B/EB) driver's license. Willingness to travel to and support other clinics in the sub-district when needed and willing to work on the mobile health clinic bus. Competencies (knowledge/ skills): Ability to function/make decisions independently and as part of a multi-disciplinary team. Good communication and interpersonal relationships. Knowledge of relevant nursing legislation, policies and protocols of the Department of Health, Western Cape.
<u>DUTIES</u>	:	Development and implementation of basic patient care to all patients. Provide basic clinical nursing care. Effective utilisation of human and financial resources within the limited budget constraints. Maintain professional growth/ethical standards and self-development.
<u>ENQUIRIES</u>	:	Ms MM Muller Tel No: (021) 808-6109
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Shortlisted candidates may be required to do a practical test. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for similar vacant posts within Stellenbosch Sub District for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/220</u>	:	<u>STAFF NURSE GRADE 1 TO 3 (X4 POSTS)</u> Chief Directorate: Metro Health Service
<u>SALARY</u>	:	Grade 1: R220 614 per annum Grade 2: R262 287 per annum Grade 3: R306 798 per annum
<u>CENTRE</u>	:	Lentegour Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Qualification that allows registration with the South African Nursing Council (SANC) as Staff Nurse. Registration with a Professional Council: Registration with the SANC as a Staff Nurse. Experience: Grade 1: None Grade 2: A minimum of 10 years appropriate/recognisable experience in nursing after registration as Staff Nurse with the SANC. Grade 3: A minimum of 20 years appropriate/recognisable experience in nursing after registration as Staff Nurse with the SANC. Inherent requirements of the job: Willingness to work shifts, day and night duty, weekends, and public holidays to meet the operational requirements. Must be prepared to assist in all

		departments according to operational requirements. Competencies (knowledge/ skills): Effective communication skills and interpersonal skills. Knowledge of nursing processes & procedures as outlined in Nursing, Health related & Public service legislation, regulations & policies. Function within the team and facilitate on the level of the post.
<u>DUTIES</u>	:	Development and implementation of basic patient care. Provide basic clinical nursing care. Effective utilization of physical and financial resources. Maintain professional growth/ethical standards and self-development.
<u>ENQUIRIES</u>	:	Mrs KP Tukutezi Tel No: (021) 370 1274
<u>APPLICATIONS</u>	:	Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates will be subjected to a written/practical and oral assessment. "Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for a change in registration status)". The pool of applicants will be considered for other similar posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/221</u>	:	<u>HOUSEKEEPING SUPERVISOR</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R193 359 per annum
<u>CENTRE</u>	:	Karl Bremer Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: General Education and Training certificate (GETC) /Grade 9 (Std 7). Experience: Appropriate experience in hospital cleaning services. Inherent requirement of the job: Willingness to work overtime, shifts (day and night duty), including weekends and public holidays. Physically fit to lift heavy objects, push heavy food trolleys, bend down and stay on feet for long hours. Competencies (knowledge/skills): Good communication and interpersonal skills. Good organisational, leadership and supervisory skills. Must be able to handle and manage conflict and discipline. Knowledge of hospital environmental hygiene, infection prevention and control and management of hospital linen and waste.
<u>DUTIES</u>	:	Responsible for ensuring and maintaining of high standards of environmental cleanliness and hygiene within the wards and patient areas. Effective use, maintenance and safekeeping of supplies and equipment. Responsible for management and supervision of personnel. Responsible for management and control of ward linen, waste management, collection and distribution of food to the wards. Participate in training and development initiatives. Provision of support to management.
<u>ENQUIRIES</u>	:	Ms S Govender Tel No: (021) 918-1277
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. The pool of applicants will be considered for other similar posts within the Chief Directorate: Metro Health Services for a period of 3 months from the date of the advert. Shortlisted Candidates will be subjected to a practical/written and oral assessment.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/222</u>	:	<u>ARTISAN ASSISTANT</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R193 359 per annum
<u>CENTRE</u>	:	Mitchells Plain District Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Grade 10 (or equivalent). Experience: Appropriate experience and knowledge of: Hospital mechanical plant equipment, Carpentry, Electrical, Painting, Refrigeration and air conditioning, Plumbing, Machinery and Glazing within a Health environment. Inherent requirement of the job: Valid (Code B/EB) driver's license. Must be prepared to work overtime and do standby duties within the Metro East Hub. Physically fit to perform duties and work at heights and in confined spaces. Must be physically fit to perform duties as required. Competencies (knowledge/skills): Ability to work independently and under pressure. Ability to adhere to Safety Standards. Ability to manage conflict and problem-solving situations. Strict adherence to the Occupational Health and Safety Act.

<u>DUTIES</u>	:	All repairs and general maintenance of plant equipment and buildings in the hospital. Maintain plant rooms, equipment and work areas in a clean and safe condition. Assist Artisans with maintenance, repairs and installations projects. Complete and return repair requisitions and further keep record of all repairs. Assist in ordering and controlling the materials and workshop tools. Train and develop staff and clean areas where work has been carried out.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr A. Achmat Tel No: (021) 377- 4344 / 4802
	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	Candidates may be subjected to a competency test. No payments of any kind are required when applying for this post. As directed by the Department of Public Service and Administration, applicants must note that further checks will be conducted once they are shortlisted and that their appointment is subject to positive outcomes on these checks, which include security clearance, qualification, verification, criminal records and previous employment.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/223</u>	:	<u>EMERGENCY CARE OFFICER GRADE 1 AND 3 (X8 POSTS)</u> Chief Directorate: Emergency Clinical Services Support
<u>SALARY</u>	:	Grade 1: R187 488 per annum Grade 3: R217 983 per annum
<u>CENTRE REQUIREMENTS</u>	:	Emergency Medical Services, Metropole and Rural Districts
	:	Minimum educational qualification: Grade 1: Successful completion of an appropriate Basic Life Support (BLS) course that allows registration with the HPCSA as Basic Ambulance Assistant (BAA). Grade 3: Successful completion of the Intermediate Life Support (ILS) that allows registration with the HPCSA as Ambulance Emergency Assistant (AEA). Registration with a Professional Council: Grade 1: Registration with the Health Professions Council of South Africa as an BAA. Grade 3: Registration with the Health Professions Council of South Africa as an AEA. Experience: None after registration with the Health Professions Council of South Africa (HPCSA) as a BAA or AEA. Inherent requirement of the job: Valid code C1 driver's license. Valid professional driver's permit (PrDP). Physical and mental fitness. Competencies (knowledge/skills): Excellent knowledge of all levels of emergency care protocols. Good communication and interpersonal skills.
<u>DUTIES</u>	:	Ensure effective communication with regards to patients, colleagues, other services and members of the Public. Provide quality and efficient roadside to bedside definitive emergency care within defined emergency time frames within and across geographic and clinical service platforms. Make use of all communication tools provided by the Employer to facilitate safe communication in relation to patient care protocols. -Effectively maintaining Admin Function: complete manual and electronic patient care reports and trip authority log sheets. Maintenance of Emergency Vehicles and Equipment. Provide effective support to the supervisor and participate in own wellbeing.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms S Modack-Robertson Tel No: (021) 932-1966.
	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	Shortlisted candidates will be expected to undergo a practical assessment. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status. The pool of applicants will be considered for other similar vacant posts within Emergency Medical Services for a period of 3 months from the date of advert.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/224</u>	:	<u>NURSING ASSISTANT GRADE 1 TO 3</u>
<u>SALARY</u>	:	Grade 1: R174 261 per annum Grade 2: R203 271 per annum Grade 3: R239 559 per annum
<u>CENTRE REQUIREMENTS</u>	:	Phola Park Clinic
	:	Minimum educational qualification: Qualification that allows registration with the SANC as a Nursing assistant. Registration with a Professional Council: Registration with the SANC as a Nursing Assistant. Experience: Grade 1: None. Grade 2: A minimum of 10 years appropriate/recognisable nursing experience after registration with the SANC as a Nursing Assistant. Grade 3: A minimum of 20 years appropriate/recognisable nursing experience after

		registration with SANC as a Nursing Assistant. Inherent requirement of the job: Willingness to work overtime when necessary. Will be required to work shifts, weekends and public holidays. Willingness to rotate to other departments according to operational needs. Competencies (knowledge/skills): Good communication, planning and interpersonal skills. Ability to work in the multidisciplinary team. Enhance patient care through the implementation of SOP's, policies, and guidelines.
<u>DUTIES</u>	:	Assist patients with daily living activities (physical care). To provide elementary clinical nursing care. Effective utilization of physical and financial resources. Maintain professional growth/ethical standards and self-development.
<u>ENQUIRIES</u>	:	Ms EJ Williams Tel No: (021) 877 -6400
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for similar vacant posts within the Drakenstein Sub-district for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/225</u>	:	<u>NURSING ASSISTANT GRADE 1 TO 3 (X2 POSTS)</u> Central Karoo District
<u>SALARY</u>	:	Grade 1: R174 261 per annum Grade 2: R203 271 per annum Grade 3: R239 559 per annum
<u>CENTRE</u>	:	Laingsburg Community Clinic
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Qualification that allows registration with the SANC as a Nursing Assistant. Registration with a Professional Council: Registration with the SANC as a Nursing Assistant. Experience: Grade 1: None. Grade 2: A minimum of 10 years appropriate/recognisable experience in nursing after registration as Nursing Assistant with the SANC. Grade 3: A minimum of 20 years appropriate/recognisable experience in nursing after registration as Nursing Assistant with the SANC. Inherent requirement of the job: Willing to work shifts, day and night duty and overtime. Willingness to rotate to other wards in the facility and to work at the clinic in the Sub-district when needed. Competencies (knowledge/skills): Good communication skills. Self-discipline and motivation.
<u>DUTIES</u>	:	Assist patients with daily living activities which include patient hygiene, nutritional status, mobility and elimination needs. Provide elementary clinical nursing care. Effective utilization of resources. Maintain professional growth, ethical standards, and self-development. Record keeping.
<u>ENQUIRIES</u>	:	Mr G Samuels Tel No: (023) 814 - 2023
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status). The pool of applicants will be considered for similar vacant posts within the Central Karoo District for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/226</u>	:	<u>NURSING ASSISTANT GRADE 1 TO 3 (VARIOUS WARD) (X7 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R174 261 per annum Grade 2: R203 271 per annum Grade 3: R239 559 per annum
<u>CENTRE</u>	:	Red Cross Memorial Children's Hospital, Rondebosch
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Qualification that allows registration with the South African Nursing Council (SANC) as a Nursing Assistant. Registration with a professional council: Registration with the SANC as a Nursing Assistant.

	Experience: Grade1: None. Grade 2: A minimum of 10 years appropriate/recognizable experience in nursing after registration with the SANC as a Nursing Assistant. Grade 3: A minimum of 20 years' appropriate/recognizable experience in nursing after registration with the SANC as a Nursing Assistant. Inherent requirements of the job: Willingness to work shifts, night duty and public holidays. Annual receipt and license to practice. Willingness to rotate within the hospital as per operational requirements. Competencies (knowledge/skills): Basic communication skills (both verbal and written. Ability to function effectively as part of a team. Good human relationships. The ability to render nursing care of an acceptable and safe standard.
<u>DUTIES</u>	: Assist patients with activities of daily living (physical care). To provide elementary clinical nursing care. Effective utilization of physical and financial resources. Maintain professional growth/ ethical standards and self-development.
<u>ENQUIRIES</u>	: Ms M Franken Tel No: (021) 658-5187
<u>APPLICATIONS</u>	: Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	: No payment of any kind is required when applying for this post.
<u>CLOSING DATE</u>	: 25 July 2025
<u>POST 24/227</u>	: <u>NURSING ASSISTANT GRADE 1 (X5 POSTS)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	: Grade 1: R174 261 per annum Grade 2: R203 271 per annum Grade 3: R239 559 per annum
<u>CENTRE</u>	: Hout Bay CDC (X1 Post) Vanguard CHC (X2 Posts) Retreat CHC (X1 Post) Du Noon (X1 Post)
<u>REQUIREMENTS</u>	: Minimum educational qualification: Qualification that allows registration with the SANC as a Nursing Assistant. Registration with a Professional Council: Registration with the SANC as Nursing Assistant. Experience: Grade 1: None Grade 2: A minimum of 10 years of appropriate/ recognizable experience in nursing after registration with the SANC as a Nursing Assistant. Grade 3: A minimum of 20 years of appropriate/ recognizable experience in nursing after registration with the SANC as a Nursing Assistant. Inherent requirement of the job: Willingness to perform relief duties at other facilities within the Southern-Western district. Willingness to work overtime when necessary. Will be required to work shifts, weekends, and public holidays. Must be prepared to assist in all departments according to operational needs. Competencies (knowledge/skills): Knowledge of nursing care and procedures, nursing statutes, and other relevant legal frameworks. Must have good communication skills. Interpersonal skills.
<u>DUTIES</u>	: Assist patients with activities of daily living (physical care). To provide elementary clinical nursing care. Effective utilization of physical and financial resources. Maintain professional growth/ ethical standards and self-development.
<u>ENQUIRIES</u>	: Ms T Ahjam Tel No: (021) 790-1050; Dr L Johnson Tel No: (021) 695-7242; Ms S Meyer Tel No: (021) 713-9741; Mr R Hall Tel No: (021) 200-4500
<u>APPLICATIONS</u>	: Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	: No payment of any kind is required when applying for this post. Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status The pool of applicants will be considered for other vacant Nursing Assistant posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert. Candidates will be subjected to a written/practical and oral assessment.
<u>CLOSING DATE</u>	: 25 July 2025
<u>POST 24/228</u>	: <u>SECURITY OFFICER (X2 POSTS)</u>
<u>SALARY</u>	: R163 680 per annum
<u>CENTRE</u>	: Tygerberg Hospital, Parow Valley
<u>REQUIREMENTS</u>	: Minimum educational qualification: General Education and Training Certificate (GETC)/Grade 9 (Std 7). Registration with a Professional Council: Registration

		with the Security Board in terms of the Security Industry Regulatory Authority Act (Act 56 of 2001) PSIRA as a Grade C. Inherent requirement of the job: Willingness to work shifts and to be available on a 24-hour basis. The successful incumbent must be willing to work under pressure and irregular hours as required. Competencies (knowledge/ skills): Good communication skills. Computer literacy (Ms Office). Knowledge of prescripts, regulations and procedures. Good interpersonal skills. Be responsible and diligent.
<u>DUTIES</u>	:	Protect/guard buildings/key-points/patients/visitors/personnel as well as the patrolling of fence –off areas/buildings and the premises. Ensure access/egress control to prevent the unlawful entry/removal of persons/vehicles/dangerous objects and illegal substances and the monitoring of surveillance cameras/fire alarm systems. Control/monitor surveillance cameras to identify/prevent any unlawful entry of persons/suspicious objects/persons as well as vehicle thefts and forcible entry of departments/entrances of the hospital. Effective application of service delivery/efficient support to the supervisor. Effective and efficient use of equipment to render an efficient security service. Perform regular inspections and ensure overall compliance with regards contract management.
<u>ENQUIRIES</u>	:	Mr V.P. September Tel No: (021) 938-6077
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for the post. Candidates may also be required to undergo competency assessments/ practical tests.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/229</u>	:	<u>STERILIZATION OPERATOR PRODUCTION</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R163 680 per annum
<u>CENTRE</u>	:	Khayelitsha District Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: General Education and Training Certificate (GETC)/Grade 9 (Std 7). Experience: Appropriate experience in a health environment. Inherent requirements of the job: Willingness to work shifts (day and night duty), including weekends and public holidays. Physically fit to lift heavy objects, push heavy trolleys, bend down, and stay on feet for long hours. Competencies (knowledge/skills): Good interpersonal relations skills. Ability to work in a co-operative way within a team context. Basic literacy, both verbally and in writing. Basic understanding of disinfection, decontamination and sterilisation.
<u>DUTIES</u>	:	Collect and deliver soiled and clean linen and packs to and from theatre and wards. Effective application of sterilisation processes and techniques and promote/adhere to infection control as well as health and safety regulations. Decontaminate, pack and sterilisation of instruments, linen, and supplies. Assist with cleaning and testing of sterilisation equipment, washing machines and autoclaves. Maintain equipment in optimum working condition. Cost effective utilisation of resources, monitor, control and maintain adequate stock levels. Report and assist with investigation of lost instruments/equipment. Support to the supervisor and team members.
<u>ENQUIRIES</u>	:	Mr W Seconds Tel No: (021) 360-4549
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. The pool of applicants will be considered for other vacant posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert. Candidates will be subjected to a written/practical and oral assessment.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/230</u>	:	<u>OPERATOR</u>
<u>SALARY</u>	:	R163 680 per annum
<u>CENTRE</u>	:	Groote Schuur Hospital
<u>REQUIREMENTS</u>	:	Minimum educational qualification: General Education and Training Certificate (GETC)/Grade 9 (Std. 7). Experience: Appropriate Printing experience. Competencies (knowledge/skills): Good planning, organisational, client care, interpersonal and communication skills. Ability to meet deadlines, Compiling and reporting on statistics. Computer literacy in (MS Word, Excel and Outlook). Undergo development courses.
<u>DUTIES</u>	:	Deliver an effective and efficient Printing service for the entire Hospital. Effectively finish off all printing requests. Effective office organisation and liaison with external and internal clients. Ensure timeous submission of statistical data, as well as collate and compile a monthly report. Perform relieve duties when necessary. To relieve the Photocopy Centre and deliver urgent printing

		requests to remote Departments as well as assisting the Medico-Legal department with urgent copies.
<u>ENQUIRIES</u>	:	Mr K Stevens Tel No: (021) 404-3238
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Shortlisted candidates may be required to attend a practical test.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/231</u>	:	<u>DRIVER (LIGHT DUTY VEHICLE)</u> West Coast District
<u>SALARY</u>	:	R138 486 per annum
<u>CENTRE</u>	:	Bergriver Sub-district
<u>REQUIREMENTS</u>	:	Minimum requirement: Basic literacy and numeracy. Experience: Appropriate experience in transportation of personnel and goods in a health environment. Inherent requirements of the job: Valid (Code C1) driver's license and willingness to travel. Valid Public Driving Permit (PDP). Willingness to work overtime and to perform standby duties, including weekends and public holidays. Physically fit to handle heavy equipment and objects. Competencies (knowledge/ skills): Ability to accept accountability and responsibility and to work independently and unsupervised. Knowledge of routine, maintenance inspections for defects on vehicles and safe driving skills. Must be of sober habits.
<u>DUTIES</u>	:	Rendering of Transport Service. Support to transport section. Maintenance of vehicles. Support to supervisor and other components.
<u>ENQUIRIES</u>	:	Mr M Julius Tel No: (022) 913-1337
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a practical test.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/232</u>	:	<u>CLEANER (X9 POSTS)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	R138 486 per annum
<u>CENTRE</u>	:	Retreat Community Health Centre (X3 Posts) Vanguard CHC (X1 Post) District Six CDC (X1 Post) Lotus River CDC (X2 Posts) Mamre CDC (X1 Post) Lady Michaelis CDC (X1 Post)
<u>REQUIREMENTS</u>	:	Minimum educational qualification: Basic numeracy and literacy skills. Inherent requirements of the job: The ability to do physical tasks and operate heavy duty cleaning and household equipment. Render shift service on weekends and public holidays, and on day and night duty when required. Rotate in different departments according to operational needs and requirements. Competencies (knowledge/skills): Good interpersonal skills. Knowledge of the correct methods of handling and disposal of refuse /waste products and adherence to policy and cleaning practices. Excellent communication Skills.
<u>DUTIES</u>	:	General cleaning and maintenance (sweeping, scrubbing, refuse removal, dusting, mopping, polishing, cleaning hospital grounds, cleaning of windows and walls). Effective and efficient utilisation and storage of cleaning materials and equipment. Adhering to safety precautions and ensuring adherence to occupational health and safety policies. Maintaining a high standard of neatness and hygiene in the facility. Optimal support to Facility manager and colleagues.
<u>ENQUIRIES</u>	:	Ms S Meyer Tel No: (021) 713 9741 - Dr L Johnson Tel No: (021) 695 8242 - Ms N Beukes Tel No: (021) 833 5405 - Ms G Jones Tel No: (021) 703 3131- Ms A Marcus Tel No: (021) 810 4907 - Ms LE Van Wyk Tel No: (021) 797 8171
<u>APPLICATIONS</u>	:	Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	Short-listed candidates may be subjected to a practical assessment. No payment of any kind is required when applying for this post. The pool of applicants will be considered for other vacant Cleaner within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	25 July 2025

<u>POST 24/233</u>	:	<u>MEDICAL SPECIALIST GRADE 1 TO 3 (ANAESTHETICS) (10 SESSIONS PER WEEK)</u> Chief Directorate: Metro Health Services (3 Year Contract)
<u>SALARY</u>	:	Grade 1: R646 per hour Grade 2: R737 per hour Grade 3: R853 per hour
<u>CENTRE REQUIREMENTS</u>	:	Mowbray Maternity Hospital Minimum educational qualification: Appropriate qualification that allows registration with the Health Professional Council of South Africa (HPCSA) as a Medical Specialist in Anaesthesia. Registration with a Professional Council: Registration with the HPCSA as a Medical Specialist in Anaesthesia. Experience: Grade 1: None after registration with the HPCSA as a Medical Specialist in Anaesthesia. Grade 2: A minimum of 5 years' appropriate experience as Medical Specialist after registration with the HPCSA (or recognised foreign Health Professional Council in respect of foreign qualified employees) as Medical Specialist in Anaesthesia. Grade 3: A minimum of 10 years' appropriate experience as Medical Specialist after registration with the HPCSA (or recognised foreign Health Professional Council in respect of foreign qualified employees) as a Medical Specialist in Anaesthesia. Inherent requirements of the job: A valid driver's license. Competencies (knowledge/skills): Appropriate experience in obstetric anaesthesia. Ability to work in a team and with all levels of staff. Interest in training junior anaesthetists and students in a career in anaesthesia. Computer literacy.
<u>DUTIES</u>	:	To deliver comprehensive anaesthesia and critical care services to patients in theatre and the wards at Mowbray Maternity Hospital. Pre-operative, intraoperative, and post-operative anaesthetic management of surgical patients. Perform clinical teaching and training of interns, students and nursing colleagues. Rotating through the hospitals affiliated with the University of Cape Town, namely Groote Schuur Hospital, New Somerset Hospital and Mowbray Maternity Hospital. Management duties such as statistics, presentations, and research. Management of the epidural and pain service at Mowbray Maternity Hospital.
<u>ENQUIRIES APPLICATIONS</u>	:	Dr C Pfister Tel No: (021) 404-5001 Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").
<u>NOTE</u>	:	No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a written/practical and oral assessment. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)". The pool of applicants will be considered for other similar vacant posts within the Chief Directorate: Metro Health Services for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	:	25 July 2025
<u>POST 24/234</u>	:	<u>SESSIONAL DENTAL SPECIALIST GRADE 1 TO 3 (PROSTHODONTICS) APPOINTMENT 1 – 16 HOURS PER WEEK, APPOINTMENT 2 – 14 HOURS PER WEEK</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	:	Grade 1: R646 per hour Grade 2: R737 per hour Grade 3: R853 per hour
<u>CENTRE REQUIREMENTS</u>	:	Oral Health Centre, Tygerberg/Mitchell's Plain Platform Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Dental Specialist in Prosthodontics. Registration with a Professional Council: Registration with the HPCSA as Dental Specialist in Prosthodontics. Experience: Grade 1: None after registration with the HPCSA as Dental Specialist in Prosthodontist. Grade 2: Minimum of 5 years' appropriate experience as Dental Specialist after registration with the HPCSA (or a recognized foreign Health Professional Council in respect of a foreign qualified employee) as a Dental Specialist in Prosthodontics. Grade 3: Minimum of 10 years' appropriate experience as Dental Specialist after registration with the HPCSA (or a recognized foreign Health Professional Council in respect of a

	foreign qualified employee) as a Dental Specialist in Prosthodontics. Inherent requirements of the job: Valid Driver's license.
<u>DUTIES</u>	: Screening of patients on arrival. Record patient details. Identify problems to provide diagnosis. Treat emergency and main complaints. Restore function and aesthetics. Liaise with the multidisciplinary team (where needed). Record keeping. Responsible for compiling stats.
<u>ENQUIRIES</u>	: Dr CCA Cloete Tel No: (021) 937 3092
<u>APPLICATIONS</u>	: Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
<u>NOTE</u>	: No payment of any kind is required when applying for this post. Candidates will be subjected to a written/practical and oral assessment. Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)". The pool of applicants will be considered for other similar vacant posts within the Chief Directorate: Metro Health Services, for a period of 3 months from date of advert.
<u>CLOSING DATE</u>	: 25 July 2020
<u>POST 24/235</u>	: <u>MEDICAL OFFICER: GRADE 1 TO 3 CLINICAL FORENSIC MEDICINE / THUTHUZELA CARE CENTRE (10 HRS PER WEEK)</u> Chief Directorate: Metro Health Services
<u>SALARY</u>	: Grade 1: R482 per hour Grade 2: R550 per hour Grade 3: R636 per hour (A portion of the package can be structured according to the individual's personal needs)
<u>CENTRE</u>	: Victoria Hospital
<u>REQUIREMENTS</u>	: Minimum educational qualification: An appropriate qualification that allows for the registration with the Health Professions Council of South Africa (HPCSA) as Medical Practitioner. Registration with a Professional Council: Registration with the HPCSA as a Medical Practitioner. Experience: Grade 1: None after registration as Medical Practitioner with the HPCSA in respect of SA qualified employees. 1-year relevant experience after registration as Medical Practitioner with a recognised foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Grade 2: A minimum of 5 years' appropriate experience as Medical Practitioner after registration with the HPCSA as a Medical Practitioner in respect of SA qualified employees. A minimum of 6 years' relevant experience after registration as Medical Practitioner with a recognised foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Grade 3: A minimum of 10 years' appropriate experience as a Medical Practitioner after registration with the HPCSA as a Medical Practitioner in respect of SA qualified employees. A minimum of 11 years' relevant experience after registration as Medical Practitioner with a recognised foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Inherent requirements of the job: A Valid driver's license. Competencies (knowledge/ skills): Appropriate experience in Clinical Forensic Medicine. Ability to work in a team and with all levels of staff and stakeholders. Ability to testify in court on cases you were involved with.
<u>DUTIES</u>	: To deliver comprehensive safe and trauma informed clinical forensic medical care in the Thuthuzela Care Centre at Victoria Hospital. This would include the following roles: Comprehensive clinical forensic medical care of acute and non-acute patients who are victims of Gender Base Violence, sexual offences, child abuse, elderly abuse as well as the clinical forensic evaluation of alleged perpetrators. Testify in court when requested by judiciary. Teaching and training of junior staff, students. Management duties such as completion of documents, statistics, presentations and research. Participation at Morbidity and Mortality meetings as needed. Hours: Sessional Medical officer post comprising of 12 or more hours a week. This will include day shifts and or after-hour shifts.
<u>ENQUIRIES</u>	: Dr. Esmé Swanepoel Tel No: (021) 799 1118 / email: Esmé.Swanepoel@westerncape.gov.za
<u>APPLICATIONS</u>	: Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")

NOTE

: Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)". The pool of applicants will be considered for similar vacant posts within the Department for a period of 3 months from date of advert.

CLOSING DATE

: 25 July 2025