the dpsa
Department:
Public Service and Administration
REPUBLIC OF SOUTH AFRICA

PUBLIC SERVICE VACANCY CIRCULAR

PUBLICATION NO 36 OF 2026
DATE ISSUED 09 OCTOBER 2026

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.

AMENDMENTS : **DEPARTMENT OF SPORT, ARTS AND CULTURE**: Kindly note the amendments to the requirements for the post of Assistant Director: Translation and Editing (Siswati) (DSAC-11/09/2026) as advertised in the Public Service Vacancy Circular (PSVC) nr 34 of 2026 placed on 18 September 2026 with the closing date of 5 October 2026, which should read as follows: 2–3 years relevant experience, at least 2 years working as a Siswati Language Practitioner in the translating environment; Successful completion of a departmental Siswati translation and editing test. The closing date for the post is hereby extended to 16 October 2026.
PROVINCIAL ADMINISTRATION: GAUTENG: DEPARTMENT OF SPORT, ARTS, CULTURE AND RECREATION: Kindly note that the post of Chief Director: Arts, Culture and Heritage with reference number: Refs/050114 was advertised in the Public Service Vacancy Circular 24 dated 10 July 2026, with a closing date of 24 July 2026 the post has been withdrawn.

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ANNEXURE A

DEPARTMENT OF AGRICULTURE (DOA)

CLOSING DATE : 23 October 2026 at 16:00

NOTE : To apply, submit a completed Z83 form and detailed Curriculum Vitae (PDF document to a maximum of 10 megabytes) via e-mail or hand delivery. The Department will not be held responsible for server delays. Late applications due to technical issues will not be considered. Shortlisted candidates must provide certified copies of required documents (Identity Document, qualifications, etc) where necessary and service certificates to support senior management experience to Human Resources before the interviews, including South African Qualifications Authority (SAQA) evaluation reports for foreign qualifications. Failure to comply will result in disqualification. To be appointed at Senior Management Service (SMS) level, you must complete the SMS Pre-entry programme offered by the National School of Government (NSG). Find course details here: https://www.thensg.gov.za/training-course/sms-pre-entry-programme/ appointment is subject to successful competition of the Nyukela Programme: Pre-entry Certificate to SMS and submission of proof. 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. Selection panels shall score both technical exercises as an additional criterion in the interview process. NB:Please note that false or fraudulent qualifications submitted by applicants will be reported to the South African Police Services (SAPS), and a criminal case shall be opened. Applications: Please submit your application before the closing date as late applications will not be considered. Do not submit duplicate applications. If applying for multiple posts, submit separate applications for each post. Due to high volumes, the Department will not acknowledge receipt of applications. Communication will be limited to shortlisted candidates only. If you have not heard from us within 3 months, please consider your application to be unsuccessful. Should, during any stage of the recruitment process, a moratorium be placed on the filling of posts or the Department is affected by any process such as, but not limited to, restructuring or reorganisation of posts, the Department reserves the right to cancel the recruitment process and re-advertise the post at any time in the future. Important: DOA is an equal opportunity employer committed to promoting representivity and affirmative action. We encourage applications from all qualified candidates. The Department reserves the right not to fill vacancies. By applying you consent to the collection and processing of your personal information for recruitment purposes. Shortlisted candidates will be required to be available for assessments and interviews at a date and time as determined by the Department. Shortlisted candidates will undergo personnel suitability checks, security vetting and reference checks (including social media profiles). Applications must declare any pending criminal, disciplinary or any other allegations or investigations. Successful candidates must pass security clearance, sign an employment contract, sign an annual performance agreement and disclose financial interests. All applicants are required to declare any conflict or perceived conflict of interest, to disclose memberships of Boards and directorships that they may be associated with. Failure to disclose relevant information may result in disqualification or termination.

OTHER POSTS

POST 36/01 : **ICT SPECIALIST (BUSINESS ANALYST) REF NO: 3/3/1/85/2026**
Directorate: ICT Solution Development

SALARY : R932 292 per annum (Level 11), (all-inclusive remuneration package to be structured in accordance with the rules for MMS).

CENTRE : Gauteng (Pretoria)

REQUIREMENTS : Applicants must be in possession of a Grade 12 certificate and a National Diploma in Computer Science / Information Technology (NQF level 6). Minimum of 3 years supervisory experience in business case and business requirement specification (BRS) development. Job related knowledge: Business Process Re-engineering (6 SIGMA). Business System Analysis. Business Process Modelling (IDEF, BPEL, BPML). Functional design and user requirement specifications (UML). Business case development. Basic finance

and accounting. Understanding of the Application Development Process (SDLC). Working knowledge of BPM Toolsets such as Case Wise or ARIS. Job related skills: Computer literacy, good grooming and presentation skills, good telephone etiquette, Good organisational skills, good people skills, High level of reliability, Communication skills (verbal and written). Team worker skills. Facilitation skills. Presentation skills. Planning and organising skills. Project Management skills. Ability to work under pressure. Teamwork. A valid driver's license.

DUTIES : Co-ordinate and manage the analysis of business needs, user requirements, objectives and goals for ICT programmes/projects within the agreed frameworks. Prepare for requirements elicitation. Conduct JAD sessions. Documents elicitation. Review /confirm documented requirements. Circulate document for formal sign-off. Map business processes and audit business systems. Map As-Is business processes. Conduct Gap-Analysis. Map To-Be business processes. Review/Confirm documented processes. Prepare business cases for systems development programmes/projects. Understand Business objectives. Conduct business impact analysis/stakeholder analysis. Schedule initial briefing session with all relevant stakeholders. Obtain High-Level functional requirements. Understand High-Level Business processes. Research/investigate solution options. Obtain Financials. Review/Confirm documented Business Case. Circulate Business Case for sign-off. Perform transversal business systems analysis. Assess Requirements against Transversal System. Assess organisational readiness. Define transition requirements. Prepare solution validation assessment. Develop Master Systems/ICT Plans. Conduct evaluation of existing ICT environment. Perform Gap Analysis between current environments & desired departmental strategic vision. Identify, evaluate & recommend future state technologies to modernize ICT environment. Draft Master Systems Plan. Review/Confirm MSP. Circulate MSP for sign-off.

ENQUIRIES : Ms T Sehoole Tel No: (012) 319 6527

APPLICATIONS : Applications can be submitted by hand delivery during office hours to 20 Steve Biko Street, Agriculture Place, Arcadia, Pretoria, 0002 or by email ICTSrecruit85@nda.gov.za

NOTE : EE Target: Coloured Male, African Female, Indian Female and persons with disability

POST 36/02 : **LAND ADMINISTRATIVE OFFICER REF NO: 3/3/1/91/2026**
Directorate: Small-Holder Farmers Production

SALARY : R413 001 per annum (Level 08)

CENTRE : Gauteng (Pretoria)

REQUIREMENTS : Applicants must be in possession of a National Diploma in Agriculture (NQF Level 6). Minimum of two (2) years' relevant experience in Land or Land Reform Administration. Job Related Knowledge: Computer literacy. Analytical skills. PFMA. Planning and organizing. Project Management. Job Related Skills: Facilitation skills. Project Management. Planning. Initiative. Interpersonal skills. Problem solving abilities. Interpretation of findings. Analytical. Computer literacy. Report writing skills. Drivers' license. Extended working hours.

DUTIES : Facilitate the disposal of Agricultural State Land: Identify the repossessed farm by Debt Management. Appoint the caretaker to look after the farm. Facilitate the Evaluation of farm to determine the productive market value. Advertise the farm through local media. Facilitate the appointment of the successful candidate. Prepare the lease agreement. Provide Infrastructure support: Ensure the proper maintenance and caretaking of farms. Conduct inspection on farms to determine the condition. Conduct needs analysis to check the gaps and what is needed. Eradication of poisonous plants. Construction of gabions and fire breaks. Rehabilitation of dams. Render advisory services to inter-governmental departments and clients on land management matters: Attend to state land queries from inter-governmental departments and clients. Attend to parliamentary queries through the ministerial office. Provide farming advise to leases/ clients. Facilitate the rental collection and other departmental levies: Send monthly statements to leases. Make follow up on none paying leases. Liaise with finance with regard to verification of payments. Facilitate the eviction of none complying leases. Refer none paying leases to legal services. Maintenance of database: Update provincial and state land database. Update

asset management database. Update the new developments in the farm. Update job creation and applicant database

ENQUIRIES : Mr R Tuckeldoe Tel No: (012) 319 8496

APPLICATIONS : Applications can be submitted by hand delivery during office hours to 20 Steve Biko Street, Agriculture Place, Arcadia, Pretoria, 0002 or by email LAOrecruit91@nda.gov.za

NOTE : EE Target: Whites, Coloured Females and persons with disability.

POST 36/03 : **SENIOR ADMINISTRATIVE OFFICER: GOVERNANCE REF NO: 3/3/1/92/2026**
Directorate: Demand and Acquisition Management

SALARY : R413 001 per annum (Level 08)

CENTRE : Gauteng (Pretoria)

REQUIREMENTS : Applicants must be in possession of a Grade 12 Certificate and a National Diploma in Public Administration / Public Management / Business Administration / Business Management / Financial Accounting / Cost Accounting / Financial Management / Internal Auditing. Minimum of 2 years' experience in finance and governance administrative environment. Job related knowledge: Knowledge of Public Service Regulations, Financial procedures, Treasury Regulations and Basic Accounting System (BAS). Job related skills: Computer literacy, Interpersonal skills, Organising and planning skills, Communication skills (written and verbal), Analytical skills, Problem solving skills, financial management skills and Report writing skills.

DUTIES : Pre and post compliance review of payment batches. Conduct compliance review on payment batches. Clear communication of queries to client offices where discrepancies are identified. Maintain a register of both complainant and non-compliant payment batches. Monthly and quarterly. Coordination of audit inputs: Receive, analyse and distribute request for information (RFI) for external audit. Receive, analyse and distribute audit queries and follow up timeously. Update the RFI and Audit Findings registers. Attend Audit Sterring Committee meetings. Attend to queries from Internal Audit. Monthly and quarterly reporting. Render general office support services. Supervise, motivate and develop staff through individual performance agreements. Provide assistance in the developing / reviewing of operational plan. Compile various submissions / memoranda and responses. Administer leave forms / attend to queries. Make travel / conference bookings and confirmations. Provide secretariat services. Administer the procurements of goods and services. Compile, manage and maintain of the Departmental Management Plan inputs. Compile, manage and maintain of Procurement Plan inputs. Serve as a budget coordinator.

ENQUIRIES : Ms Kholofelo Mathye Tel No: (012) 312 9367

APPLICATIONS : Applications can be submitted by hand delivery during office hours to 20 Steve Biko Street, Agriculture Place, Arcadia, Pretoria, 0002 or by email SAOGrecruit92@nda.gov.za.

NOTE : EE Target: African Female and Persons with disability

POST 36/04 : **ADMINISTRATIVE OFFICER: LOSSES & CLAIMS REF NO: 3/3/1/93/2026**
Directorate: Demand and Acquisition Management

SALARY : R338 107 per annum (Level 07)

CENTRE : Gauteng (Pretoria)

REQUIREMENTS : Applicants must be in possession of a Grade 12 Certificate and National Diploma in Public Administration / Public Management / Business Administration / Business Management /Public Finance / Financial Accounting / Financial Management. Minimum of 1 year experience in losses and claims administration. Job related knowledge: Public Service Regulation, Financial procedures, Treasury Regulations, Basic Accounting System (BAS). Job related skills: Computer literacy, interpersonal skills, organising and planning skills, communication skills (written and verbal), analytical skills, problem solving skills and financial management skills.

DUTIES : Administration of losses and claims. Conduct compliance review of losses and claims invoices. Conduct investigations of losses and claim by liaising with different stakeholders. Compile and /or review memos to Legal Services to obtain a legal opinion. Ensure that legal opinions are implemented. Maintain and update registers for losses and claims. Provide input in the review of policies and Standard Operating Procedures. Conduct awareness within the

department on losses and claims. Monthly and quarterly reporting. Clearing of suspense account. Compile journals to clear the Damage Vehicle Suspense Account. Prepare reconciliation of processed journals to Losses & Claims Registers for accuracy and completeness. Render general office support services. Supervise, motivate and develop staff through individual performance agreements. Provide assistance in the development and / reviewing of the operational plan. Compile various submissions / memoranda and responses. Administer leave forms / attend to queries. Make travel / conference bookings and confirmations. Provide secretariat services. Administer the procurement of goods and services. Compile, manage and maintain the Demand Management Plan. Compile, manage and maintain the Procurement Plan.

ENQUIRIES : Ms Kholofelo Mathye Tel No: (012) 312 9367

APPLICATIONS : Applications can be submitted by hand delivery during office hours to 20 Steve Biko Street, Agriculture Place, Arcadia, Pretoria, 0002 or by email AOLCrecruit93@nda.gov.za

NOTE : EE Target: African Male and persons with disability

ANNEXURE B

DEPARTMENT OF DEFENCE



APPLICATIONS	:	Department of Defence, Chief Directorate Human Resource Management, Private Bag X976, Pretoria, 0001, may hand delivered to: Bank of Lisbon Building, 400 Paul Kruger Street, Pretoria 0001 or email to: Tshegofatso.Leburu@dod.mil.za
CLOSING DATE	:	23 October 2026 at 16h00 (Applications received after the closing date and faxed copies will not be considered).
NOTE	:	It is the Department's intention to promote equity (race, gender and disability) through the filling of this posts with candidates whose transfer/promotion/appointment will promote representivity in line with the numeric targets as contained in our Employment Equity plan. Applications must be submitted on the prescribed form Z83 (obtainable from any Public Service Department office i.e effective 01 January 2021 or on the DPSA web site link: https://www.dpsa.gov.za/newsroom/psvc/. Should an application be received using incorrect application employment form Z83, it will be disqualified, which must be originally signed and dated by the applicant and which must be accompanied by a detailed CV only (with full particulars of the applicants' training, qualifications, competencies, knowledge & experience). Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview which should not be older than six months. Failure to comply with the above instructions will result in applications being disqualified. Applicants applying for more than one post must submit a separate form Z83 (as well as the documentation mentioned above) in respect of each post being applied for. If an applicant wishes to withdraw an application, it must be done in writing. Should an application be received where an applicant applies for more than one post on the same applications form, the application will only be considered for the first post indicated on the application and not for any of the other posts. Under no circumstances will photostat copies or faxed copies of application documents be accepted. The successful candidates will be subjected to Personnel Suitability Checks (criminal record, citizenship & financial/asset record checks and qualification and employment verification). Successful candidates will also be subjected to security clearance processes. The level of appointments is dependent upon, qualifications, relevant experience and research output. 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. Selection panels shall score both technical exercises as an additional criterion in the interview process. The competency assessment will be limited to successful candidates in the interview process only. Shortlisted candidates will be subjected to a personnel suitability checks (pre-employment screening) which may include social media profiles checks. A successful candidate will have to undergo a full security vetting while in the employ of the department and negative outcome shall nullify employment contract. Failure to submit the required documents will result in your application not being considered. Successful candidates will be required to disclose their financial interests within one (1) month of appointment. Applicants who do not receive confirmation or feedback within 3 (three) months after the closing date, please consider your application unsuccessful. Due to the large volume of responses anticipated, receipt of applications will not be acknowledged, and correspondence will be limited to short-listed candidates only. For more information on the job description(s) please contact the person indicated in the post details. Successful candidates will be appointed on probation for the period of twelve (12) months in terms of the prescribed rules.

OTHER POST

POST 36/05	:	**SENIOR SECRETARY REF NO: CDHRM/33/36/26** Chief Directorate: Human Resource Management
SALARY	:	R237 453 – R279 708 per annum (Level 05)
CENTRE	:	Pretoria

REQUIREMENTS	:	A minimum of Grade 12/NQF Level 4. Secretarial experience will be an advantage. Special requirements (skills needed): Language skills and the ability to communication well with people at different levels. Computer literate (MS Word, Excel and Power Point) and good telephone etiquette. Sound organisational skills. Good inter-personal skills. High level of reliability. Good communication skills. Ability to act with tact and discretion.
DUTIES	:	Provide a secretarial support service to the Director. Receive telephone calls and refers the calls to the correct role. Record appointments and events in the dairy of the Director. Operate office equipment like fax and photocopying machine. Liaises with travelling agencies to make travelling arrangements for Chief Director. Processes travel and subsistence claims for Director. Follow up the arrangements and discuss with the Chief Director when the relevant documents are received to ensure that the Director endorsed the accommodation prior confirmation. Arrange meetings and events for Director. Book venues, invites role player, organise refreshments and set up schedules for meetings and events. Process all invoices that emanate from activities of the work of the Director. Records basic minutes of the meetings of the Director. Draft routine correspondence and reports. Establish and maintain filing system in the office of the Director. Administers matters like the leave for the Director. Handle the procurement of standard items like stationary, refreshments etc. Collect all relevant documents to enable the Director to prepare for meetings. Manage the correspondences in and out of the Director's office. Ensure that documents submitted for the Director's approval adhere to set norms and standards. Remain abreast with the procedures and processes that apply in the DOD to ensure efficient and effective support to the Director. Study the relevant Public Service and departmental prescripts/policies and other documents to ensure that the application thereof is understood properly.
ENQUIRIES	:	Brigadier General M.J. Ledwaba Tel No: (012) 339 5019/Leading Seaman T.B. Leburu Tel No: (012) 339 5001

ANNEXURE C

DEPARTMENT OF ELECTRICITY AND ENERGY

***The Department of Electricity and Energy (DEE) is an equal opportunity; affirmative action employer and it is its intention to promote representativity in the Public Sector through the filling of this post(s). Persons whose transfer/promotion/appointment will promote representativity are encouraged to apply, particularly persons with disabilities and women interested in senior management positions. An indication of such, in this regard will be vital in the processing of applications*.**

APPLICATIONS : Submit your completed application using one of the following methods, post: The Director-General, Department of Electricity and Energy, Private Bag X96, Pretoria, 0001, or hand deliver at Matimba House Building 192 Visagie Street (Corner Paul Kruger & Visagie Street), Pretoria, or email directly to the email address dedicated to a specific post. General enquiries may be brought to the attention of Ms M Palare Tel No: (012) 406 7426.

CLOSING DATE : 23 October 2026 at 16h00 (Walk-in) 23h59 (online). N.B: It is the sole responsibility of an applicant to ensure that their application reaches the Department on or before the set deadline.

NOTE : Applicants are informed to submit their application(s) by completing the 2021 version of the Z83 form quoting the relevant reference number and a comprehensive CV only. The CV must indicate qualifications, experience "if any" and the period thereof. The 2021 version of the Z83 form is obtainable at www.dpsa.gov.za or www.gov.za/documents. It is important to ensure that the Z83 is completed in full. This means that all fields of Section A, B, C and D of the Z83 must be completed in full. It is acceptable under section E, F, G, for applicants to indicate "refer to CV or see attached" due to the limited space provided on the Z83 form. However, the question relating to conditions that prevent re-appointment under Part "F" must be answered, but if you are already in Public Service just indicate "N/A". Please initial the form and sign the declaration. Email application(s) must strictly be submitted as one (1) PDF document or attachment (i.e. Z83 and CV scanned as one PDF document). It is also important to 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 submitted using the incorrect application form (old Z83) will not be considered. Each advertised post must be accompanied by its own application for employment. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview. Applicants in possession of foreign qualifications must submit an evaluation report issued by the South African Qualification Authority (SAQA) if 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. If you have not been contacted within three (3) months after the closing date of this advertisement, please accept that your application was unsuccessful. Correspondence will be limited to shortlisted candidates only. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. All shortlisted candidates for SMS posts will be subjected to a technical exercise and interview. Following the technical exercise and interview, a maximum of three (3) SMS candidates will undergo psychometric assessments to assess cognitive capabilities, behavioural preferences, emotional intelligence, and integrity. No SMS post appointment shall be implemented without the relevant candidate producing the pre-entry certificate for SMS (Nyukela) obtainable from www.thensg.gov.za . 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 administration of the recruitment process or possible employment 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) at any stage of the

recruitment process. The successful candidate will be expected to enter into a performance agreement within three (3) months from the date of appointment.

MANAGEMENT ECHELON

POST 36/06 : **DIRECTOR: SOC GOVERNANCE AND LEGAL ASSURANCE REF NO: DEE2026/019**

SALARY : R1 317 384 per annum (Level 13), (all-inclusive package)
CENTRE : Head Office, Pretoria
REQUIREMENTS : An appropriate degree in LLB or equivalent at NQF level 7 recognised by the South African Qualifications Authority (SAQA), plus the pre-entry certificate for SMS (Nyukela). Additional requirements as an Admitted Attorney or an Advocate. Plus 5 years of experience at the middle/senior managerial level in Legal or Corporate Governance. Knowledge of: Legislative and policy prescripts relevant to the Department and its SOE's. Corporate governance as it applies to the public and private sector, Company law, PFMA, Project Management, Strategic Planning, Risk Management and a strong legal background. Skills: Communication, Financial Management, Problem solving and Analytical skills. Honesty and integrity; change management, strategic capability and leadership. Service delivery innovation, people management and empowerment. Thinking Demand: Information evaluation; decision-making, creativity, Tact, work individuality and in a group.
DUTIES : Undertake the development of standardised SOC governance review and reporting instruments. Lead or partake in SOC governance assurance projects to assess compliance and enable DEE management structures to facilitate corrective action where required. Provide technical advisory services to executive management and the shareholders on the appointment and dismissal of SOC Board Members. Develop and coordinate the implementation of the DEE's legal assurance policy regime and standardised legal instrument assurance framework for the SOC Group. Align existing and/or develop legal instruments for the governance of SOCs in the group. Draft legal opinions on the shareholder interface process with SOC Boards. Manage the Directorate.
ENQUIRIES Mr Tshepo Makhubela Tel No: (012) 406 7577
APPLICATIONS Email to Vacancies5@dee.gov.za
NOTE : Females from all races, African, Indians, Coloured and White are encouraged to apply.

OTHER POSTS

POST 36/07 : **ASSISTANT DIRECTOR: CLIMATE CHANGE MANAGEMENT REF NO: DEE2026/020 (X2 POSTS)**

SALARY : R605 742 per annum (Level 10)
CENTRE : Head Office, Pretoria
REQUIREMENTS : An appropriate Bachelor of Science Degree in Natural Sciences or Environmental Sciences at NQF Level 7 recognised by the South African Qualification Authority (SAQA), Plus 3-4 years' experience in energy and specialization in environment, energy or sustainable development. Knowledge of: All relevant national policies on climate change mitigation and adaptation, energy and environment. Environmental conventions and protocols. Knowledge on processes of environmental conventions, including the ratification on environmental treaties by South Africa. National legislation and Acts on climate change, energy and environment. Skills: Excellent written and oral communication skills, Analytical and interpretation skills, Detail-oriented ability to prioritise and multitask, Computer literacy, Presentation skills, Report Writing and Interpersonal skills. Thinking Demands: Factual oriented, ability to make informed decision quickly, Problem Solving, Conflict management.
DUTIES : Coordinate the development and implementation of Environmental management plan and climate change policies, environmental management system to monitor compliance with environmental management plans and policies, including the Green House Gas emissions. Provide support and advice on mitigation interventions that support low carbon development in the energy sectors including Carbon Budgets. Represent the Department in external policy settings, nationally and internationally on climate change and environmental compliance. Provide analytical support for policy briefs related to renewable energy, energy efficiency and climate change and environment.

		Manage the integration with the national climate change response policy and other related environmental policies. Develop or contribute to the development of educational or outreach programs on climate change and environmental compliance. Provide support and advice on mitigation interventions that supports low carbon development in the energy sector including carbon budget. Provide managerial activities.
ENQUIRIES	:	Mr Thebe Mamakoko Tel No: (012) 406 7679
APPLICATIONS	:	Email to Vacancies2@dee.gov.za
NOTE	:	Females and males from Indians, Coloured and White are encouraged to apply.
POST 36/08	:	**ASSISTANT DIRECTOR: INFORMATION TECHNOLOGY SECURITY REF NO: DEE2026/021**
SALARY	:	R487 197 per annum (Level 09)
CENTRE	:	Head Office, Pretoria
REQUIREMENTS	:	An appropriate National Diploma in Information Technology Management, Computer Sciences, Computer Systems Engineering at NQF Level 6 recognised by the South African Qualification Authority (SAQA), PLUS 3 years' experience network technical/ scientific experience and extensive experience in IT Software. Knowledge of: Information security standards and guidelines. Knowledge of Public Service information security directives. Cybersecurity Act, Public Service Act (PSA), Public Service Regulations (PSR), Public Finance Management Act (PFMA) Skills: Excellent managerial, communication and interpersonal relationship skills, Strong leadership and organisational skills, Client focused, Negotiation and consultation skills, problem solving and analysis, Strategic capability, management and expertise in all areas of Information Technology, creativity and innovation. Thinking Demands: Technical expertise in advanced strategic and business analysis, change management with knowledge of Public Service, Budget management, Policy development, Strategic planning, financial management, Project management, Government policies and Projects/programs in DEE.
DUTIES	:	Provide inputs on the development and reviewing of ICT security policies, procedures and guidelines in line with ICT governance and States Security Agency. Enforce compliance of ICT security control measures within the Department. Assist with the administration of ICT contracts and service legal agreements. Install latest security patches, firmware and updates within the Department. Provide inputs on implementation of ICT disaster recovery. Assist with ICT Security investigation and implement the corrective actions and tools. Provide managerial activities.
ENQUIRIES	:	Mr Phillip Leso Tel No: (012) 406 7730
APPLICATIONS	:	Email to Vacancies3@dee.gov.za
NOTE	:	Females and males from Indians, Coloured and White are encouraged to apply.
POST 36/09	:	**STATE ACCOUNTANT: MANAGEMENT ACCOUNTING REF NO: DEE2026/022**
SALARY	:	R413 001 per annum (Level 08)
CENTRE	:	Head Office, Pretoria
REQUIREMENTS	:	An appropriate National Diploma in Government Accounting, Cost Accounting or related at NQF Level 6 recognised by the South African Qualification Authority (SAQA), PLUS 1year experience in Finance (Budget). Knowledge of: Public Finance Management Act (PFMA), Treasury Regulations, Departmental policies and procedures. Financial and related transversal systems used in government (BAS, Safetyweb, Vulindlela), Financial Administration and management accounting. Skills: Financial and accounting skills, communication skills, Business letter and report writing skills, computer literacy, Problem solving/ innovation. Management and organisational skills. Project management. Thinking Demands: Numeric, Organisational/staff, budget and structures. Government budget processes and procedures.
DUTIES	:	Collate financial supporting information for the annual budget planning purpose (MTEF/ENE). In-year Budget process-prepare and capture budget information. Cash flow management (Drawings and against the NRF). Supervisory functions.
ENQUIRIES	:	Ms Lucia Mabokela Tel No: (012) 406 7688
APPLICATIONS	:	Email to Vacancies4@dee.gov.za

NOTE	:	Males from all races, African, Indians, Coloured and White are encouraged to apply.
POST 36/10	:	**ADMINISTRATIVE OFFICER: DEMAND MANAGEMENT REF NO: DEE2026/023**
SALARY	:	R338 106 per annum (Level 07)
CENTRE	:	Head Office, Pretoria
REQUIREMENTS	:	An appropriate National Diploma in Procurement Management/Supply Chain Management/Logistics and Business Management at NQF Level 6 recognised by the South African Qualifications Authority (SAQA), PLUS 1year experience as an Administration Clerk in Supply Chain management. Knowledge of: Public Finance Management Act (PFMA), Treasury Regulations, PPPFA, Supply Chain Management Framework, LOGIS Skills: Computer literacy, Financial, Good Verbal and written communications, ability to communicate at different levels. Thinking Demands: Problem Solving, Creativity, Ability to negotiate, Report writing.
DUTIES	:	Assist line Manager with demand planning (end user specifications). Processing of requests for goods and services. Market research and development of sourcing strategy. Bid specification Committee secretariat for requests below the value of R500k.
ENQUIRIES	:	Mr Samuel Msiza Tel No: (012) 406 7910
APPLICATIONS	:	Email to Vacancies5@dee.gov.za

ANNEXURE D

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.

CLOSING DATE : 23 October 2026 at 16:00 (walk-in) and 23:59 (online)

NOTE : Online application must include an application form Z83 and CV as one attachment, indicate the correct job title and correct reference number of the post on the email. Use the correct email address associated with the post. Applications quoting the relevant reference number, correct job title and correct name of the Department 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 old Z83 application form will not be considered. Each application for each post (s) must have its own application form. 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 and a completed, initialled and signed 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 Qualifications Authority (SAQA) (only when shortlisted). Failure to submit all the requested documents will result in the application not being considered. Applicants who do not comply with the application instructions/requirements, as well as applications received late will not be considered. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. 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 soley for the purpose of this promotion and will not be shared with third parties without prior consent unless required by law. Successful candidates will be required to enter into an employment contract and a performance agreement. The Department reserves the right not to make any appointment(s) to the below advertised post(s). Correspondence will be limited to shortlisted candidates only. If you have not been contacted within eight (8) weeks after the closing date of this advertisement, please accept that your application was unsuccessful. The Department is an equal opportunity affirmative action employer. The Employment Equity targets will be taken into consideration during the selection process. It is the Department's intention to promote equity (race, gender and disability) through the filling of this post(s).

OTHER POSTS

POST 36/11 : **MEDICAL OFFICER GRADE 1 REF NO: HR4/4/6/06**

SALARY : R1 041 402 - R1 121 241 per annum, (OSD)

CENTRE : Provincial Office: Limpopo

REQUIREMENTS : MBCHB. 10 years of functional experience in the medical environment. Assessment of medical /disability claims will be an added advantage. Registration with the HPCSA. Knowledge: Medical related Legislation & Regulatory Knowledge & implementation, Medical aid knowledge (case management), Compensation Fund policies, Procedures, processes, Compliance Management, Risk Management and Fund Governance, Budgeting and Financial Management, Customer Services (Batho Pele Principles), Technical Knowledge, Medical Anatomy, Medical Terminology, AMA guidelines application, Public service Act, Public Finance Management Act (PFMA), National Treasury regulations, Preferential Procurement Policy

Framework, Promotion of Access to Information Act, Protection of Personal Information Act (POPI). Skills: Medical Policy Management, Occupational Health knowledge, Clinical Excellence and Advisory, Project Management and Planning, Information Analysis and Interpretation, Digital Acumen / Medical Systems (IT Systems Control Designs), Clinical risk mitigation, Clinical coding, Quality Assurance and improvement, Research and Benchmarking, Stakeholder Development and Management, Negotiation, Consensus and Coalition Building.

DUTIES : Manage medical advisory services for all COID services. Manage and monitor healthcare. Manage medical claims processing. Manage and provide support to medical service providers. Manage all resources in the sub-directorate.

ENQUIRIES : Ms. JM Fope Tel No: (015) 290 1665

APPLICATIONS : Chief Director: Provincial Operations: Private Bag X 9368, Polokwane, 0700 Or hand deliver at 42a Schoeman Street, Polokwane or Email address: CFJobs-LP@labour.gov.za

NOTE : Priority will be given to African Male, African Female, Coloured Male, Indian Male, Indian Female, White Male, White Female

POST 36/12 : **PRINCIPAL INSPECTOR: OCCUPATIONAL HEALTH AND HYGIENE REF NO: HR4/4/6/07**

SALARY : R605 742 per annum

CENTRE : Labour Centre: Groblersdal Labour Centre

REQUIREMENTS : Three (3) year National Diploma (NQF 6) / Undergraduate bachelor's degree (NQF 7) in Environmental Health / Occupational Health / Hygiene/ Analytical Chemistry / Chemical Engineering. Valid driver's License. Four (4) years functional experience in Health and Hygiene inspection/ services. Knowledge: Departmental policies and procedures, Batho Pele Principles, Public Service Act and Regulations, OHS Act and Regulations, OHS standard, OHS Management System. Skills: Facilitation, Planning and Organising, Computer literacy, Interpersonal, Problem Solving, Interviewing, listening and observation, Presentation, Innovative, Analytical Research, Project management.

DUTIES : Provide inputs into the development of Health and Hygiene policies and ensure implementation of OHS strategy for the Department of Labour in terms of OHS Legislation. Conduct complex inspections for Health and Hygiene regularly as per the inspection programme. Conduct technical research on the latest trends in Occupational Health and Hygiene within identified sectors. Provide support for enforcement action, including preparation of reports for legal proceedings.

ENQUIRIES : Ms.JM Fope Tel No: (015) 290 1665

APPLICATIONS : Chief Director: Provincial Operations: Private Bag X9368, Polokwane, 0700 Or hand deliver at 42a Schoeman Street, Polokwane or CFJobs-GLD@labour.gov.za

NOTE : Priority will be given to Coloured Male, Coloured Female, Indian Male, Indian Female, White Male, White Female

POST 36/13 : **OHS: INSPECTOR: CIVIL AND CONSTRUCTION ENGINEERING REF NO: HR 4/4/6/08**

SALARY : R413 001 per annum

CENTRE : Labour Centre: Lephalale

REQUIREMENTS : Senior Certificate plus a three (3) year recognised qualification in the relevant field, i.e., Construction Engineering. Valid driver's License. Registration with the relevant, recognised professional body is an advantage but not compulsory. Knowledge: Departmental policies and procedures, Occupational Health and Safety Act, as amended, Regulations (21), South African National Standards (Codes)- incorporated Codes become regulations, Compensation for Occupational Injuries and Diseases Act, Unemployment Insurance Act. Skills: Planning and Organising, Communication skills, Computer Literacy, Facilitation skills, Interpersonal skills, Conflict handling skills, Negotiation skills, Problem solving skills, Interviewing skills, Presentation skills, Innovation skills, Analytical skills, Verbal and written communication skills.

DUTIES : To plan and independently conduct inspection with the aim of ensuring compliance with the Occupational Health and Safety Act, Act 85 of 1993, Regulations and incorporated Standard. To confirm registration of with the Unemployment Insurance Act and the Compensation for Occupational Injuries and Diseases Act. Plan, investigate and finalise independently incidents and

complaints reported pertaining to the OHS Act and the relevant regulations and enforce as and when necessary, appear in Court as a State witness. Plan and conduct allocated proactive inspections as per schedule to monitor compliance with the relevant labour legislation, including compiling and consolidating reports emanating from such inspections. Plan and conduct advocacy campaigns on all labour legislation independently, analyse the impact thereof, consolidate and compile a 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 : Ms.JM Fope Tel No: (015) 290 1665
APPLICATIONS : Chief Director: Provincial Operations: Private Bag X9368, Polokwane, 0700 Or hand deliver at 42a Schoeman Street, Polokwane or CFJobs-LEP@labour.gov.za
NOTE : Priority will be given to African Female, Coloured Male, Coloured Female, Indian Male, Indian Female, White Male, White Female.

POST 36/14 : **TEAM LEADER REF NO: HR 4/4/7/64**

SALARY : R413 001 per annum
CENTRE : Middelburg Labour Centre
REQUIREMENTS : Three (3) year relevant qualification in Labour Relations/Labour Law, LLB/BCOM LAW. A Valid driver's licence. Two (2) years of functional experience in the Inspection and Enforcement Service. Knowledge: Departmental policies and procedures, Labour Relations Act, Basic Conditions of Employment Act, Skills Development Levies Act, Occupational Health and Safety Act, COIDA, SABS Codes, Unemployment Insurance Act, UI Contributions Act, Employment Equity Act, Immigration Act. Skills: Facilitation skills, Planning and Organising, Computer literacy, Interpersonal skills, Conflict handling skills.
DUTIES : Plan and independently conduct substantive inspections with the aim of ensuring compliance with all labour legislations, namely, Basic Conditions of Employment act, (BCEA), Labour Relations Act (LRA), Employment Equity Act (EEA),Unemployment Insurance Act (UIA), Compensation for Occupational Injuries and Diseases Act (COIDA), Occupational Health and safety (OHS) and UI Contribution (UCA), Plan and execute investigations independently on reported cases pertaining to contravention of labour legislation and enforcement as and when necessary including making preparations for and appearing in Court as State witness, Plan and conduct allocated proactive (Blitz)inspections regularly to monitor compliance with labour legislation including compilation and consolidation of report emanating from such inspections, Plan and conduct advocacy campaigns on all labour legislation independently, analyse impact thereof, consolidate and compile report, Management the finalisation of files of cases received and investigation conducted by the Inspectors, Contribute at 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 allocates cases, ensure that non-compliant employers are referred for prosecution within the relevant time frames
ENQUIRIES : Mr RT Milanzi Tel No: (013) 240 0236
APPLICATIONS : The Deputy Director Labour Operations: Private Bag X251833, Middelburg, 1050 or Hand deliver at Emily Hobhouse Building, 15 Cowen Nthuli Street, Middelburg. For online application, email: to Jobs-MPU-TL01@labour.gov.za
NOTE : Priority will be given to African Male, Indian Male, Indian Female, White Male and People with Disability.

POST 36/15 : **OHS INSPECTOR REF NO: HR4/4/5/100**

SALARY : R413 001 per annum
CENTRE : Labour Centre: Emaxesibeni
REQUIREMENTS : Senior Certificate plus a 3-year recognised qualification in the relevant field i.e. Occupational Hygiene or Environmental Health. A Valid driver's licence. No experience required. Departmental policies and procedures, Employment Services Act, Labour relations Act, Basic Conditions of Employment Act, Occupational Health and Safety Act, COIDA, SABS Codes, Unemployment Insurance Act, UI Contribution Act, Employment Equity Act, Immigration Act, Skills: Facilitation, Planning, Organizing, Computer Literacy, Interpersonal,

Conflict handling, Negotiation, Problem Solving, Interviewing, Presentation, Innovative, Analytical, Monitoring, Evaluation, Performance management, Communication.

DUTIES : Plan and independently conduct substantive inspections with the aim of ensuring compliance with the Occupational Health and Safety Act, Act 85 of 1993. Regulations and incorporated standards. To confirm registration with the Unemployment Insurance Act and Compensation for Occupational Injuries and Diseases Act. Plan, investigate and finalise independently incidents and complaints reported pertaining to the OHS Act and the relevant regulations and enforce as and when necessary, appear in Court as a State witness. Plan and conduct allocated proactive Inspections as per the schedule to monitor compliance with the relevant labour legislation, including compiling and consolidating reports emanating from such inspections. Plan and conduct Advocacy Campaigns on all labour legislation independently. Analyse the impact thereof, consolidate and compile a 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 : Ms. L Nongena- Sigedle Tel No: (039) 254 0282

APPLICATIONS : Deputy Director: Labour Centre Operations, Private Bag X530, eMaxesibeni ,4735, Hand deliver at No 52 Church Street eMxesibeni, 4735. Email: Jobs-ECMTA@labour.gov.za

NOTE : African Males, Coloured Males, Coloured Females, Indian Males, Indian Females, White Males, White Females and Persons with disabilities are encouraged to apply.

POST 36/16 : **SENIOR FRAUD INVESTIGATOR REF NO: HR4/4/4/5/101**

SALARY : R413 001 per annum

CENTRE : Provincial Office: Eastern Cape

REQUIREMENTS : Three years' relevant tertiary qualification in Risk Management / Internal Audit / Risk and Security Management / Accounting / Law / Policing / Forensic Investigation/CFE qualification. Two (2) years of functional experience in an anti-fraud and corruption environment. ACFE membership will be an added advantage. Prepared to travel nationally (In possession of at least a Code 8 driver's license). Knowledge: Investigative Principles and Practices, Departmental and the Fund's Policies and Procedures, Public Financial Management Act (PFMA), Unemployment Insurance and Unemployment Insurance Contribution Act, Basic Knowledge of all Labour legislations, Anti-Fraud and Corruption Policies, Legal environment: Court and Criminal procedures, Fraud-related administration and operations, Batho Pele Principles. Skills: Planning and Organising skills, Time Management, Conflict Management, Analytical Skills, Investigation skills, Computer Literacy, Presentation skills, Communication skills, Report writing Skills.

DUTIES : Implement Fraud and Corruption Prevention Strategies, Conduct, Investigations on reported Fraud and Corruption, analyse system capabilities to anti-fraud management programmes. Liaise with appropriate sections within the Department of Employment & Labour and external stakeholders on Fraud Prevention measures. Supervise resources.

ENQUIRIES : Mr. S Nduli Tel No: (043) 703 3326

APPLICATIONS : Chief Director: Provincial Operations: Private Bag X9005, East London, 5201, hand deliver at No.3 Hill Street, East London. Email: Jobs-EC9@labour.gov.za

NOTE : African Males, Coloured Males, Coloured Females, Indian Males, Indian Females, White Males, White Females and Persons with disabilities are encouraged to apply.

POST 36/17 : **INSPECTOR REF NO: HR4/4/7/95**

SALARY : R413 001 per annum

CENTRE : Labour Centre: Emalahleni

REQUIREMENTS : Three (3) year tertiary qualification in Labour Relations/ B. Tech Degree in Labour Relations/ LLB for BCEA or Electrical / Mechanical Engineering / Environmental Health / Analytical Chemistry / Chemical Engineering / Civil & Construction Engineering for OHS. Two (2) years of functional experience in Inspection and Enforcement Services (BCEA)/ OHS. A valid driver’s licence. Knowledge: Departmental Policies and procedures. Skills Development Act. Labour Relations Act. Basic Conditions of Employment Act. Skills Development

		Levies Act. Occupational Health and Safety Act. COIDA. SABS Codes. Unemployment Insurance Act. UI Contributions Act. Employment Equity Act. Immigration Act. Skills: Facilitation Skills. Planning and organising. Computer Literacy. interpersonal skills. Conflict handling skills. Negotiation skills. Problem Solving skills. Interviewing skills. Presentation skills. Innovative. Analytical. Verbal and written communication skills.
DUTIES	:	Plan and independently conduct substantive inspections with the aim of ensuring compliance with all labour legislation, namely, Basic Conditions of Employment Act (BCEA). Labour Relations Act (LRA), Employment Equity Act (EEA), Unemployment Insurance Act (UIA), Compensation for Occupational Injuries and Diseases Act (COIDA), Occupational Health and Safety Act (OHSA) and UI Contributions Act (UICA). Plan and execute investigations independently on reported cases pertaining to contravention of labour legislation and enforce as and when necessary, including making presentations for and appearing in Court as a State witness. Plan and conduct allocated proactive (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 legislation 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 EA Masemola Tel No: (013) 653 3800/ 656 1422
APPLICATIONS	:	The Deputy Director: Labour Centre Operations: Private Bag X7293, Emalahleni, 1035 or Hand delivered at 38 Mandela Avenue Corner of Escombe Street and Mandela Avenue Emalahleni. For online application Email: to Jobs-MPU-EMAL@labour.gov.za
NOTE	:	African Male, Coloured, Male, Indian Male, Indian Female, White Male and People with Disability are encouraged to apply.
POST 36/18	:	**EMPLOYER AUDIT SERVICE OFFICER REF NO: HR4/4/7/64**
SALARY	:	R338 106 per annum
CENTRE	:	Provincial Office: Mpumalanga
REQUIREMENTS	:	Three-year relevant qualification in Labour Relations Management/ BCOM LAW/LLB/Internal Audit. One (1) year of functional experience in Auditing. Knowledge: Departmental Policies and procedures, Batho Pele, Public Service Act and Regulations, OHS Act and Regulations, COIDA, UIA, PFMA, BCEA, SDLA, LRA, UI Contribution Act, Skills Development Act, Employment Equity Act. Skills: Facilitation, Planning and Organising, Computer Literacy, interpersonal, Problem Solving, interviewing skills, Communication, Written and Verbal, Innovative, Analytical, Research, Project Management.
DUTIES	:	Perform Monitor the implementation of UIA and COIDA Programmes, Analyse the systems that provide expert advice on sector specific UIA& COIDA matter, Co-ordinate the process that monitors and evaluates impact of UIA & COIDA programs, provide support in the implementation of Advocacy Campaigns on UI & COIDA regularly and when there are amendments.
ENQUIRIES	:	Mr ABM Mampuru Tel No: (013) 655 8700
APPLICATIONS	:	Chief Director: Provincial Operations: Private Bag X7263, Emalahleni, 1035 Hand delivered at Corner of Hoffmeyer and Beatty Avenue Emalahleni. For online application Email: Jobs-EAS01@labour.gov.za
NOTE	:	Priority will be given to African Male, Indian Male, Indian Female, White Male and People with Disability.
POST 36/19	:	**ADMINISTRATION OFFICER: SUPPORT SERVICES IES REF NO: HR4/4/7/94**
SALARY	:	R338 106 per annum
CENTRE	:	Provincial Office: Mpumalanga
REQUIREMENTS	:	Three (3) years relevant tertiary qualification in Labour Relations/ Human Resources Management/ Public/ Business Management/ Administration. One (1) year of functional experience in Inspection/ Administration Services. A valid driver's licence. Knowledge: Departmental Policies and procedures. Skills Development Act. Labour Relations Act. Basic Conditions of Employment Act. Public Service Regulations. SDLA. Occupational Health and Safety Act. COIDA. Unemployment Insurance Act. UI Contributions Act. Employment

		Equity Act. Skills: Planning and organising. Computer Literacy. Interpersonal. Problem Solving. Communication (Verbal and Written).
DUTIES	:	Perform all registration pertaining to statutory services (BCEA, COIDA, UI, OHS, EEA, LRA). Conduct Labour Centre audits to check if the necessary tools of trade are in place with a view to improving IES systems and processes. Collect, compile and consolidate IES statistical reports and submit to the supervisor. Coordinate and monitor local and Provincial Blitz Inspections. Prepare an enforcement document for the Labour Court, Public Protector and Magistrate's Court.
ENQUIRIES	:	Mr. ABM Mampuru Tel No: (013) 655 8700
APPLICATIONS	:	The Provincial Chief Inspector, Private Bag X7263, Emalahleni, 1035 or hand deliver at Labour Building, Corner Hofmeyer Street and Beatty Avenue, Emalahleni, 1035. For Online Applications Email to: Jobs-MPU-IES01@labour.gov.za
NOTE	:	African Male, Coloured, Male, Indian Male, Indian Female, White Male and People with Disability are encouraged to apply.
POST 36/20	:	**ADMINISTRATION CLERK: MANAGEMENT SUPPORT SERVICES REF NO: HR4/4/1/95**
SALARY	:	R237 453 per annum
CENTRE	:	Labour Centre: Mthatha
REQUIREMENTS	:	Grade 12/ Senior Certificate. No experience required. Knowledge: Batho Pele Principles, Departmental policies and procedures, Treasury Regulations. Skills: Verbal and written communication, Interpersonal relations, Problem solving, Communication, Conflict Management, Coordination, Computer literacy.
DUTIES	:	To render Supply Chain Management function in a Labour Centre daily. Provide a Finance and Office Management service to Labour Centre daily. Render Human Resource Management. Responsible for training and performance activities in a Labour Centre daily. Responsible for records administration in a Labour Centre daily.
ENQUIRIES	:	Ms. S Zaula Tel No: (047) 501 5600
APPLICATIONS	:	Deputy Director: Labour Centre Operations Manpower Building CNR Elliot and Madeira Streets Umthatha. Email Jobs–ECUTT@labour.gov.za
NOTE	:	Priority will be given to African Males, White Males, White Females, Indian female, Indian Male, Coloured Male, Coloured Female and People with Disability.
POST 36/21	:	**ADMINISTRATION CLERK: PES REF NO: HR4/4/7/5**
SALARY	:	R237 453 per annum
CENTRE	:	Provincial Office KwaZulu-Natal
REQUIREMENTS	:	Grade 12 / Matriculation/ Senior Certificate. Knowledge: Relevant ILO Conventions, Human Resource Management, Batho Pele. Skills: Planning and organising, Verbal and written communication, Analytical, Computer Literacy, Presentation, Interpersonal, Report writing, and Innovative.
DUTIES	:	Liaise with identified stakeholder's relations for acquisition of placement opportunity. Avail information for coordination of International Cross-Border Labour Migration functions. Support the coordination of the registration and certification of Private Employment Agencies. Coordinate large (Provincial) opportunities from key stakeholders.
ENQUIRIES	:	Ms PZ Maseko Tel No: (031) 366 2011
APPLICATIONS	:	Director: Public Employment Services, PO Box 940, Durban 4001 Or hand deliver at 267 Anton Lembede Street, Durban. For Online Application: Jobs-KZN8@labour.gov.za
NOTE	:	EE Target – Priority will be given to African males, Indian males, White males and White females.

ANNEXURE E

DEPARTMENT OF FORESTRY, FISHERIES AND THE ENVIRONMENT
The National Department of Forestry, Fisheries and the Environment is an equal opportunity, affirmative *action employer.*

APPLICATIONS : All applications to be submitted online on the following link: https://erecruitment.environment.gov.za/

CLOSING DATE : 26 October 2026 at 16:00. No late applications will be accepted.

NOTE : Interested applicants must submit their applications via the above link. Applicant must ensure that they complete all sections on the online Z83 and attached a detailed CV with at least three (3) contactable references. Failure to complete or disclose all required information will automatically disqualify the applicant. No late applications will be accepted. Shortlisted candidates will be required to submit certified copies of qualifications, identity document and driver's license on or before the day of the interview. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). The National Department of Forestry, Fisheries and the Environment is an equal opportunity, affirmative action employer. Preference may be given to appointable applicants from the underrepresented designated groups in terms of the Department's equity plan. Persons with disabilities are encouraged to apply. Correspondence will be limited to successful candidates only. Short-listed candidates will be subjected to screening and security vetting to determine their suitability for employment, including but not limited to: Criminal records; Citizenship status; Credit worthiness; Previous employment (reference checks); and Qualification verification. Short-listed candidates will be expected to avail themselves at the Department's convenience. Entry level requirements for SMS posts: In terms of the Directive on Compulsory Capacity Development, Mandatory Training Days & Minimum Entry Requirements for SMS that was introduced on 1 April 2015, a requirement for all applicants for SMS posts from 1 April 2020 is a successful completion of the Senior Management Pre-Entry Programme as endorsed by the National School of Government (NSG) prior to appointment. 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 below link: https://www.thensg.gov.za/training-course/sms-pre-entryprogramme. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. All shortlisted candidates for SMS posts will be subjected to a technical exercise and interview. Following the interview and technical assessment for all SMS posts, a maximum of three (3) SMS candidates will undergo psychometric assessments to assess cognitive capabilities, behavioural preferences, emotional intelligence, and integrity in compliance with the DPSA Directive on the implementation of competency-based assessments. Persons appointed will be subjected to a security clearance, the signing of performance agreement and employment contract. The Department reserves the right not to make an appointment. If you have not been contacted within three 3 months after the closing date of the advertisement, please accept that your application was unsuccessful. By submitting the employment application form, you agree and consent in terms of Section 11(1) of the Protection of Personal Information Act (POPIA), 2013 (Act 4 of 2013), for your personal information which you provide to the DFFE to being processed by the department and its employees, agents, Cabinet committees, and subcontractors for recruitment purposes, in accordance with the POPIA of 2013.

ERRATUM: Kindly note that the post for the Deputy Director: Forest Charter Co-ordination with Ref No: FOM42/2026 advertised in the Public Service Vacancy Circular 34 dated 18 September 2026 with the closing date of 05 October 2026 is withdrawn until further notice.

MANAGEMENT ECHELON

POST 36/22 : **DEPUTY DIRECTOR-GENERAL: OCEANS AND COASTS REF NO: OC28/2026**

SALARY : R1 885 710 per annum, (an all-inclusive annual)

CENTRE	:	Cape Town
REQUIREMENTS	:	A qualification at NQF level 8 in Natural Sciences/ Environmental Sciences or a relevant equivalent qualification as recognised by SAQA. A minimum of 8 years of relevant experience at a senior managerial level or relevant field. Successful completion of the Public Service Senior Management Leadership Programme (Pre-entry Programme) as endorsed by the National School of Government (NSG). Knowledge and understanding of scientific methodologies, research and development. Knowledge of Environmental Management/Sciences. Knowledge and understanding of international laws, agreements and commitments and their impact on fisheries. Knowledge and understanding of Government imperatives and priorities. Competencies and skills: Strategic Capability and Leadership, Programme and Project Management, People Management and Empowerment, Financial Management, Change Management, Knowledge Management, and Service Delivery Innovation. Sound organising and planning, Good communication, and Analytical skills. Ability to develop, interpret, and implement policies, strategies and legislation. Ability to work under extreme pressure and to resolve conflict.
DUTIES	:	Manage overall strategic direction, leadership, management and support within the applicable legislation and policies on integrated coastal management. Provide strategic leadership in the formulation and implementation of ocean conservation strategies, provision and maintenance of infrastructure for Southern Ocean and Antarctic operations to advance South Africa's interests, ensure sustainable geopolitical alliances and effective marine environment monitoring. Provide overall national strategic direction, leadership, management and support to ocean coastal research; variability and change response strategies, and conceptualisation, development and implementation of integrated marine projects. Manage, coordinate, facilitate and report on the implementation of the initiatives within Oceans Economy
ENQUIRIES	:	Mr Gerald Ntshane Tel No: (012) 399 9602 / Mr Mpho Beta, Tel No: (021) 402 3368
APPLICATIONS	:	OC28-2026@dffe.gov.za
POST 36/23	:	**DIRECTOR: BIODIVERSITY RISK MANAGEMENT REF NO: BC23/2026**
SALARY	:	R1 317 384 per annum, (all-inclusive salary package)
CENTRE	:	Pretoria
REQUIREMENTS	:	An undergraduate qualification (NQF7) in Environmental Science / Environmental Management or a relevant qualification within the related field as recognised by SAQA. A minimum of five (5) years' experience at Middle/Senior managerial level within the relevant field. Successful completion of the Senior Management Pre-entry Programme as endorsed by the National School of Government (NSG) submitted prior to appointment. Knowledge on Natural resource management planning and implementation; Natural resource management or Natural resource-based rural development; Programme-based natural resource, operational management and/or planning; Value-added industry experience and expertise. Ability to develop and apply policies. Advanced skills in financial management and project management. Knowledge and understanding of the Public Finance Management Act. Good Communication Skills (written and spoken). Ability to gather and analyse information. Proven leadership skills. Ability to provide overall strategic guidance and lead multidisciplinary team.
DUTIES	:	Provide strategic leadership, technical guidance and oversight to the biodiversity and climate change policy responses. Provide strategic direction, technical guidance and oversight for the implementation of bio-safety legislation, ensuring effective guidance, monitoring, and governance of alien and invasive species. Develop and coordinate a national response strategy for management of Alien and invasive species and GMOs in South Africa. Develop and implement policies, legislation, regulations and risk assessment frameworks, including the provision of issuing authority functions for alien invasive species. Develop positions and lead negotiations on thematic areas that are part of the Biodiversity Risk Management Directorate. Develop reports for multilateral platforms on the implementation of decisions adopted by the Conference of the Parties. Oversee cross-functional mainstreaming resilience against global change challenges, including alien and invasive species, genetically modified organisms, and climate change, across all line functions. Facilitate co-development projects and proposals for funding to implement

sector strategies that enhance resilience to global change challenges. Serve/co-chair project steering committees of strategic projects that contribute towards the implementation of government strategies.

ENQUERIES : Mr B Kgope Tel No: (012) 399 9165

OTHER POSTS

POST 36/24 : **ASSISTANT DIRECTOR: SHEQ ENVIRONMENTAL RESOURCE MANAGEMENT (X2 POSTS)**

SALARY : R605 742 per annum
CENTRE : Pretoria Ref No: EP25/2026
Durban Ref No: EP26/2026

REQUIREMENTS : National Diploma (NQF6) in Forestry/Nature Conservation/ Environmental Management or relevant qualification as recognised by SAQA. A minimum of three (3) years' experience in Environmental Management or in the relevant field. Knowledge of environmental legislation and regulation development. Knowledge of veld and forest fire legislation including integrated fire management, Alien invasive plants including control methods and Indigenous plants identification. Understanding of natural resource management. Understanding of government standard administrative procedures, quality standards and contract management. Experience in Geographical Information Systems and map reading. Communication skills (written and spoken). Research and analytics skills. Programme and Project Management skills. Report writing skills. Interpersonal relations. Coordination skills. Organisational and planning skills. Advanced computer skills. Valid driver's license and willingness to travel and work long hours with limited supervision. Knowledge of the Public Finance Management Act (PFMA) and treasury regulations. Ability to work under pressure and long hours. Willingness to travel long distances and spend time away from home. Willing and capable of walking long distances in remote areas, including mountainous and conservation areas.

DUTIES : Conduct second-party quality compliance assessments within the Environmental Programmes. Assess compliance with quality standards, industry requirements and Environmental Programmes operational procedure. Conduct second-party quality Compliance verification within the Environmental Programmes. Conduct Projects field quality compliance verifications. Assist in the development and review of Environmental Programmes branch quality assessment and verification documentation, and SHEQ Procedures. Conduct and Coordinate Quality Compliance Support Training Sessions. Monitoring of EP Projects quality compliance recommendations.

ENQUIRIES : Mr N Maremba and Ms M Qoko Tel No: (012) 399 0118 / 9183

POST 36/25 : **ASSISTANT DIRECTOR: SUSTAINABLE FOREST MANAGEMENT REF NO: FOM76/2026**

SALARY : R605 742 per annum
CENTRE : Pretoria
EQUIREMENTS : National Diploma (NQF6) in Forestry or Natural Science or relevant qualification within the related field as recognised by SAQA. A minimum of three (3) years' experience in Forestry or a related field. Knowledge of the National Forests Act, 1998 (Act No 84 of 1998) (NFA) and other environmental legislations. Knowledge in the regulation of natural resources. Knowledge of Environmental Legislation and policies impacting on the forestry sector. Knowledge of government administrative procedures (PFMA and Treasury. Stakeholder Engagement. Strategic Capability and Leadership. People Management and Empowerment. Good interpersonal relations skills. Good Communication skills. Ability to work under pressure and handle criticism. Ability to gather and analyse information. Ability to negotiate in difficult situations and to resolve conflict. A valid Driving license and willingness to travel. The incumbent will be subjected to appointment as Forest Officer (Forest Peace Officer)

DUTIES : Administer, implement, monitor and enforce the provisions of the National Forests Act (NFA), 1998 (Act No. 84 of 1998). Review, amend and develop NFA policies, strategies, guidelines and Standard Operating Procedures (SOPs). Provide technical advice in the processing of licences for protected trees, state forests and natural forests. Review and comment on Environmental Impact Assessment (EIA) reports and other specialist reports for development

impacting forests and protected tree species. Review and adjust Forestry Tariffs for forest products and services annually in compliance with Treasury Regulations. Promote compliance and conduct enforcement regarding the NFA and undertake the relevant administrative or criminal enforcement measures for NFA transgressions. Liaise with the Directorate of Legal Services and the State Law Advisor regarding legal opinions and the interpretation of provisions of the Act. Provide support on Parliamentary and media queries. Compile monthly, quarterly and annual reports for the Directorate. Raise the Forestry Profile by participating in Environmental Forums and conducting capacity building programmes such as NFA training to various stakeholders including the SAPS, Judiciary, Magistrate and Prosecutors and State Organs. Facilitation of the Appointment of Forest Officers. Provide inputs to documents and technical advice to Organs of State and other stakeholders on the provisions of the Act.

ENQUIRIES : Ms K Govender, Cell: (082) 881 2250

POST 36/26 : **ASSISTANT DIRECTOR: IT GOVERNANCE AND PLANNING SUPPORT REF NO: CMS54/2026**
(Re-advertisement, applicants who previously may re-apply)

SALARY : R487 197 per annum
CENTRE : Pretoria
REQUIREMENTS : National Diploma (NQF6) in Information Technology or relevant qualification as recognised by SAQA. A minimum of 3 years' experience in ICT environment, IT governance, IT risk or relevant field, COBIT/ITIL will be an added advantage. Knowledge of IT corporate governance frameworks, Public Service Regulatory framework, DPSA directives and determinations, Public Finance Management Act and Treasury Regulations, IT practice & procedures, administrative procedures, project management, IT Planning, Strategic Planning Management, Audit processes. Knowledge of people management, change management, financial management, coordination and stakeholder liaison. Good communication skills (verbal and written). Policy development and implementation. Sound research, analytical, organising, planning, presentation and interpersonal skills. Ability to gather and analyse information. Ability to develop and implement policies. Ability to work individually and in team.
DUTIES : Coordinate GITO compliance and reporting. Participate in the implementation of the Corporate Governance of ICT policy. Provide secretarial services to ICT governance structures. Participate in the development and review of ICT related policies. Provide stakeholder engagement support. Coordinate various GITO Reporting queries and facilitate an appropriate response. Draft and consolidate ICT plans. Facilitate the implementation of ICT Plans... Coordinate the development of the annual ICT risk plan/register. Coordinate the implementation of Audit and Risk plans. Participate in the implementation of ICT related DPSA determinations and directives.
ENQUIRIES : Ms N Chaka Tel No: (012) 399 9955

POST 36/27 : **ASSISTANT DIRECTOR: AUXILARY AND TELECOMMUNICATION MANAGEMENT SERVICES REF NO: CMS55/2026**

SALARY : R487 197 per annum
CENTRE : Pretoria
REQUIREMENTS : National Diploma in Facilities Management, Property Management, Public Administration (NQF6) or relevant qualification as recognised by SAQA. A minimum of 3 years' experience in Auxiliary and Telecommunication Services. Knowledge of administrative procedures. Financial and project management or related field. Knowledge of HR practices. Ability to gather and analyse information. Contract management. Computer literate. Coordination and writing reports. Planning and organising skills. Good communication skills (written and verbal). Good interpersonal relations skills. Ability to work independently and in a team.
DUTIES : Provide comprehensive Auxiliary Support Services, with a primary focus on cleaning and hygiene services, food aid functions and related functions. Ensure the effective delivery and coordination of auxiliary services across Head Office and regional offices. Support the management and monitoring of Service Level Agreements (SLAs) to ensure compliance and optimal service delivery. Assist in the planning, coordination, and implementation of auxiliary service projects. Conduct regular inspections of facilities and services to ensure adherence to

required standards. Compile detailed inspection and compliance reports, highlighting findings and recommending corrective actions. Administer and support the management of contracts/SLAs, including performance tracking and reporting. Monitor and ensure the availability of cleaning personnel, equipment, and materials for efficient service delivery. Supervise and lead a team, including performance management, training, and development of staff. Ensure consistent cleaning service delivery at all regional offices, including addressing service gaps. Manage and resolve service-related complaints and implement corrective and preventative measures. Provide support on telecommunication services, including coordination of installations and relocations of telephone lines. Facilitate the maintenance, repair, and replacement of faulty or obsolete telephone equipment. Conduct awareness and compliance campaigns related to auxiliary and telecommunication services.

ENQUIRIES : Ms B Mampshika Tel No: (012) 399 8516

POST 36/28 : **LEGAL ADMINISTRATION OFFICER (MR5): MINING APPEALS REF NO: RCSM39/2026**

SALARY : R464 634 per annum, (OSD)
CENTRE : Pretoria
REQUIREMENTS : LLB Degree or relevant qualification as recognised by SAQA. A minimum of eight (8) years' experience post qualification within the relevant field. An extensive understanding of law administration, Public Services and Departmental procedures. Applicant must have a broad knowledge of strategic coordination, policy development, risk management and audit procedures. Understand the facilitation of project management, research methodologies and presentation. Have good reporting / professional writing, policy formulation and negotiation skills. Ability to gather and analyse information, and adherence to timelines is essential. Ability to work with difficult people and to resolve conflicts. The incumbent must have a valid driver's license.
DUTIES : Coordinate and administer appeals in terms of the relevant legislation and guidelines, with a specific focus on Oceans and Coasts-related appeals. Receive and respond to all appeals-related queries from stakeholders, including the appellants and applicants. Convene the appeals committee meeting to discuss the appeals, depending on the complexity of the appeal. Attend the filing of finalised appeals in terms of internal filing policies and guidelines. Coordinate and administer permitting appeals. Draft ministerial submission and appeal decisions in respect of oceans and coastal appeals. Ensure that all grounds of appeal, responding statements and line function comment to be captured in a logical sequence in appeal decision. Prepare briefing notes for the Minister on appeals. Provide general legal support. Provide support to litigation on appeals matters by attending consultations with counsel and compile record.
ENQUIRIES : Ms H Van Schalkwyk / Ms F Patal Tel No: (012) 399 8835 / 9330

POST 36/29 : **SENIOR ADMINISTRATIVE OFFICER: ACCOMMODATION AND AUXILIARY SERVICES REF NO: CMS-CT11/2026**

SALARY : R413 001 per annum
CENTRE : Cape Town
REQUIREMENTS : National Diploma (NQF6) in Public Management or relevant equivalent qualification. A minimum of two years (2) relevant experience in relevant field. Knowledge of Administrative procedures. Financial Management, Project Management, HR Practices Extensive Administrative experience. Knowledge of Contract Management, monitoring and control, Public Service and Departmental procedures. Skills, Communicate skills (written and spoken), Leadership and management skills. Coordination, organising and planning skills, Administrative and report writing. Have planning and organising, problem solving and problem-solving skills. Ability to work long hours voluntarily, be able to gather and analyse information. Ability to apply policies, be able to work individually and in teams and ability to be able to work under extreme pressure and organise and plan under pressure. Sense of responsibility and ability to lead multidisciplinary team and to resolve conflicts. Be able to collect and interpret information and reports.
DUTIES : The incumbent will have to provide accommodation support services. Assist with the compilation of accommodation needs assessments. Facilitate the

relocation of offices. Ensure facilities compliance to all building regulations. Reconciliation of invoices against commitment register. Draft Service Level Agreements- legal related matters and office accommodation Bids. Provide monthly report on maintenance and office inspection. Administer auxiliary services, the provision of hygiene services and food aid services. Ensure provision of effective cleaning and hygiene services in Coastal Region. Process all the logistics and invoices for the section. Report stock on monthly basis. Procure of goods and services.

ENQUIRIES : Ms Dumezweni- Sogayise, Cell: (071) 507 0130

POST 36/30 : **SENIOR FORESTRY DEVELOPMENT OFFICER REF NO: FOM48/2026**

SALARY : R413 001 per annum
CENTRE : Northern Cape (Kimberley)
REQUIREMENTS : National Diploma (NQF6) in Forestry / Development Studies or relevant qualification within the related field as recognised by SAQA. A minimum of two (2) years 'experience in Forestry Development and Foresty extension or related field. Knowledge of the National Forest Act 1998 (Act 84 of 1998) the National Veld and Forest Fire Act, 1996(Act 101 of 1996), PFMA and other related environmental legislations. Good presentation skills, excellent verbal and written communication, analytical and problem-solving skills, programme and project management. Good interpersonal relations, and negotiation skills. Computer skills MS Office Software. A valid driving license and must be willing to travel extensively.
DUTIES : Provide technical advice and support in terms of greening programs or initiatives for institutional development. Render support on the implementation of livelihood development programs or projects. Render support on the implementation of forestry enterprise development initiatives. Ensure the implementation of Substantiable Forest Management in line with National Forest Act and National Veld and Forest Fire Act. Proactive mitigation of audit risk, develop and implement interventions. Stakeholder Liaison within the Province.
ENQUIRIES : Ms S. Lubanga, Cell (060) 973 1972

POST 36/31 : **BIODIVERSITY OFFICER PRODUCTION GRADE A: ISSUING AUTHORITY REF NO: BC25/2026**

SALARY : R357 597 per annum
CENTRE : Cape Town
REQUIREMENTS : National Diploma (NQF6) in Natural/ Environmental Science or relevant qualification within the related field. A minimum of one (1) year experience required in a relevant field. Knowledge of the application of the relevant national and international prescripts relating to the management of invasive alien species. Knowledge on Natural Resources Management policies and procedure; Project management, Financial and Procurement procedures. Skills: Research; Planning and organising; Communications skills (Written and verbal) Must be Innovative and proactive. Ability to work long hours voluntarily. Ability to gather and analyse information. Good interpersonal relations skills.
DUTIES : Administer the process of issuing authorisation of alien and invasive species. Process permit application. Conduct risk assessments for listed invasive species and alien species with invasive potential. Liaise and advice stakeholders on the permitting of alien and invasive species. Co-ordinate and participate in multi-lateral interactions to facilitate the implementation of the Alien and Invasive Species Regulations and associated norms and standards Co-ordinate and participate in multi-lateral interactions to facilitate the implementation of the Alien and Invasive Species Regulations and associated norms and standards. Establish and maintain a register of all permits. Provide a bi-annual report supported by the permit database Update and maintain permit database. Conduct desktop research to ensure correct scientific names are allocated for permit application. Provide species verification on the Alien and Invasive Species Regulations.
ENQUIRIES : Ms S Maharaj Tel No: (021) 441 2707

POST 36/32 : **ADMINISTRATION CLERK: FOREST ENTERPRISE DEVELOPMENT REF NO: FOM69/2026**

SALARY : R237 453 per annum

CENTRE	:	Pretoria
REQUIREMENTS	:	Grade 12 (NQF) or equivalent qualification as recognised by SAQA. Exposure in Office Administration / Environment will serve as an added advantage. Basic knowledge of Public Service Regulation and PFMA. Knowledge of procurement processes, organising, and planning. Computer skills and communication skills. Good interpersonal relations skills. Ability to work individually and in a team. Ability to work under extreme pressure. Ability to work with difficult people and ability to resolve conflicts. Be responsible and loyalty.
DUTIES	:	Render general clerical support services; Record, organise, store, capture and retrieve correspondence and information. Update registers and render administrative services. Handle routine enquiries, make photocopies, receive, or send emails. Distribute documents/packages to various stakeholders as required, maintain the filing system for the office. Type documents and/or other correspondence when required. Keep and maintain the incoming and outgoing documents register of the office. Provide supply chain clerical support services within the component; Liaise with internal and external stakeholders in relation to procurement of goods and services. Obtain quotations, complete procurement forms for the purchasing of standard office items. Keep and maintain the asset register of the component. Provide logistical support services. Keep and maintain a leave registers; personnel records and attendance register for the office. Arrange travelling and accommodation. Provide financial administration support services in the component, Capture and update expenditure. verify correctness of subsistence and travel claims of officials. Submit to manager for approval. Handle telephone accounts and pretty cash for the estate and regional office.
ENQUIRIES	:	Ms M Phaahle, Cell: (066) 487 7030
POST 36/33	:	**ADMINISTRATION CLERK: ACCOMODATION & AUXILIARY REF NO: CMS-CT14/2026**
SALARY	:	R228 321 per annum
CENTRE	:	Bisho
REQUIREMENTS	:	Grade 12 certificate. A post-matric qualification and relevant experience in Administration will be an added advantage. Knowledge of administrative procedure. Knowledge of procurement policies and procedures. Thorough knowledge of Financial Management. Computer literacy. Good communication skills (written and spoken). Report writing skills. Good interpersonal relations skills. Knowledge of public service prescripts and procedures. Sound organising and planning skills. Ability to work long hours voluntarily and plan under pressure. Ability to gather and analyse information. Ability to adhere to policies, work independently, and work in a team.
DUTIES	:	Provide administrative and logistical support to the Directorate: receive and register incoming and outgoing correspondence. Make photocopies. Assist with petty cash requests and procurement of office stock. Records management. Distribution of documents in a prompt and confidential manner. Make travel arrangements for the officials. Handle travel claims. Maintain and oversee the filling system of the Directorate. Assist with the management of finances within the Directorate. Procurement of goods and services using the correct procedures. Prepare quarterly procurement reports for the Directorate. Ensure that orders are created, and invoices are paid timeously.
ENQUIRIES	:	Ms Dumezweni- Sogayise, Cell: (071) 507 0130
POST 36/34	:	**FORESTY SERVICE AID: WOODLANDS INDIGENIOUS FOREST MANAGEMENT REF NO: BC16/2026**
SALARY	:	R144 024 per annum
CENTRE	:	KZN- Mzimkhulu Estate
REQUIREMENTS	:	Grade 9 or ABET Level 1 or 2 Certificate. Knowledge of planting, firefighting, coppice reduction Communication skills, interpersonal skills and listening skills. Planning and execution, Interpersonal relations, acceptance of responsibility, teamwork and self-discipline.
DUTIES	:	Render Silviculture functions within plantations and indigenous forests. Rehabilitate degraded sites. Conduct the marking of plots, counting and marking of trees, coppice reduction. Update the variety of registers regarding the aspects of work, planting, weeding/manual/chemical, maintain conservation zones, removal of alien species. Perform fire protection and

		suppression duties. Control pest/ weed infection, protect infrastructure. Infrastructure maintenance. Render harvesting services: conduct log marking and pole measuring. Propagate plants and trees: conduct record keeping of plants/trees. Produce and process poles: cutting/drying/treatment of poles, provide support in selling poles.
ENQUIRIES	:	Mr GW Mnguni at (066) 165 6908
POST 36/35	:	**HOUSEKEEPING EXECUTIVE REFERENCE REF NO: CMS/CT15/2026**
SALARY	:	R144 024 per annum
CENTRE	:	Cape Town
REQUIREMENTS	:	Grade 9 or ABET Level 1 or 2 Certificate. Experience in rendering cleaning services will be an added advantage. Understanding one of the official languages used in the Department. Ability to work individually and in a team. Skills required: Good interpersonal relations, Communication, Sound organizing, and planning skills. Have a sense of responsibility and loyalty. Ability to work long hours voluntarily.
DUTIES	:	Provide cleaning service in the department, Cleaning of offices, boardrooms, kitchen, and passages, Clean the computer printer and cabinets, Provide support for meetings in the department, washing cups and filling up water bottles removing waste and disposing of the main dustbin, handling cleaning material, using the cleaning material and equipment in a prescribed manner, prepare tea and water for meetings, removing and washing cups after the meeting, maintain and update stock levels. Keep stock (cutlery, crockery, cleaning equipment, refill beverage) list and levels of cutlery and crockery. Receive and pack stock, and report faults, loss, and breakage of utensils/equipment.
ENQUIRIES	:	Ms Dumezweni- Sogayise, Cell: (071) 507 0130

ANNEXURE F

GOVERNMENT PRINTING WORKS

The Government Printing Works is an equal opportunity, affirmative action employer. It is intended to promote representivity through the filling of these posts. The candidature of persons whose appointment/transfer/promotion will promote representivity will receive preference.

APPLICATIONS	:	All applications must be hand delivered at: 389 Sophie De Bruyn Street, Pretoria. To submit an application online, please click the link under the post you wish to apply for. Attach only a copy of CV and completed Z83 form. Email size must be limited to 2MB. Failure to follow instructions will result in your application being disqualified.
CLOSING DATE	:	26 October 2026 at 16:00 (walk-in) and 23:59 (online)
NOTE	:	All attachments for online applications must include an application form (Z83) and detailed CV combined in one PDF or attachment. Pictures/Snapshot, Zipped, IMG and JPEG documents will not be accepted. 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. Failure to do so, your application will be disqualified. Applications quoting the relevant reference number 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, initiated and signed by the applicant. 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 and duly certified. The Department does not accept applications via fax. Applicants who do not comply with the above-mentioned 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, including SMS, shall undertake two pre-entry assessments. One must be a practical exercise, and the other must be an Integrity (Ethical Conduct) Assessment. Selection panel shall score both technical exercises as an additional criterion in the interview process. 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 process 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 required to enter into an employment contract and a performance agreement. The Department is an equal opportunity affirmative action employer. It is the Department's intention to promote equity (race, gender and disability) through the filling of this post(s).

OTHER POSTS

POST 36/36	:	**ADMINISTRATION CLERK: CONTRACT MANAGEMENT REF NO: GPW26/01 (X2 POSTS)** (12 Months Fixed Term Contract)
SALARY	:	R237 453 per annum (Level 05), plus 37% in lieu of benefits
CENTRE	:	Pretoria
REQUIREMENTS	:	A Grade 12 certificate. A three-year Degree in Supply Chain Management, plus 2 years' Experience in Contract Management field will and NQF5 certificate in contract management be an added advantage, knowledge of contract Management framework and administering of contract register will be added advantage. Other: Understanding of all relevant Supply Chain Management legislative framework, regulations and prescripts. Basic understanding of the PFMA, PPPFA, Financial Framework, Contract Management Framework,

Supply Chain Management Framework, Treasury Regulations, GRAP, BBBEE) and understanding of all Public Service regulations and departmental policies and procedures.

DUTIES : Provide clerical support in the administering of contract agreements: Prepare motivations for contracts and provide inputs for motivations to the Manager. Ensure accurate invoices of contractors for submittance to the Assistant Director for approval of payment by the Director when orders are delivered. Compile submissions to Legal for drafting of SLA and addendums. Provide clerical support in the monitoring of service level agreements: Ensure that service level agreements are in line with all relevant legislation, regulations and GPW prescripts, policies, and procedures. Ensure that contracts are properly executed, maintained, and updated by tracking contract performance, monitoring contract compliance, and ensuring that contractual obligations are met. Monitor and check the validity period of the Contracts/Service Level Agreements (SLA's) to ensure the extension/renewal of SLA's before it expires, if required. Provide efficient administration support services for the Sub-division: Render assistance with logistical support, the ordering and issuing of stationary, etc. Proper keeping of personnel records. Number of contracts on which price adjustments were done due to CPI increase or PSIRA yearly increase. Number of contract expiry flagging letters communicated to the end-user. Update and maintain contract registers of service providers: Ensure uploading, accurate reporting and recordkeeping of all contract information appear in the Automated Contract register in the Sub-directorate as required. Maintain all contract-related documents, including creating, organizing, and filing of documents. Compile basic reports related to contract management, including contract status, performance, compliance, and risks. Assist with all contractual activities as governed by the Contract Management Framework throughout the contract life cycle including service reviews and inception meetings.

ENQUIRIES : Ms. L Ndhlovu Tel No: (012) 748 6308

APPLICATIONS : Link GPW26/01

POST 36/37 : **ADMINISTRATION CLERK: PRINTING OUTSOURCING REF NO: GPW26/02 (X2 POSTS)**
(12 Months Fixed Term Contract)

SALARY : R237 453 per annum (Level 05), plus 37% in lieu of benefits

CENTRE : Pretoria

REQUIREMENTS : A Grade 12 certificate. A three-year Degree in Supply Chain Management, NQF5 certificate in contract management plus 2 years' Experience in Supply Chain Management field will be an added advantage. Other: Understanding of all relevant Supply Chain Management legislative framework, regulations and prescripts. Basic understanding of the PFMA, PPPFA, Financial Framework, Contract Management Framework, Supply Chain Management Framework, Treasury Regulations, GRAP, BBBEE) and understanding of all Public Service regulations and departmental policies and procedures.

DUTIES : Render effective and efficient administration support in the process of printing outsourcing: Provide administration support in the process of printing outsourcing in accordance with all relevant prescripts, policies, and procedures. Check and verify contract printers quotes and invoices are in accordance to contract tariffs. Keep record of daily monitoring of printing contracts (working progress, etc). Verify GPW specifications in line with the printing contract. Liaise with external contractors and government departments (national and provincial) to ensure smooth-running and correct printing outsourcing. Render support with the preparation of quotations: Check and verify quotations are prepared in line with the required specifications. Accurate recordkeeping and filing of quotations. Render administrative support in the quality control and inspections processes: Keep record of quality control and inspections, and risks identified. Coordinate with relevant stakeholders to monitor the quality, accuracy and timely delivery of printing products in accordance with agreed specifications and deadlines. Administration, recordkeeping, and reporting: Provide support services to the Division such by keeping proper records system, photocopying, scanning, and filing and organising of documents. Proper keeping of personnel records, maintaining of the leave register for the section. Accurate reporting on time when required. Participate in the review and updating of standard operating procedures: Incorporate approved changes into SOPs in consultation with the supervisor.

Review existing SOPs and identify outdated, unclear or missing information. Provide input on operational challenges and proposed improvements to existing SOPs. Maintain records of reviewed and updated SOPs for reference and compliance purposes. Service Standard and Monitoring of Suppliers. Assist with all monitoring and performance assessment of contracted suppliers on good and services delivered to be in line with the Contract Management Framework. Report any poor quality of service directly to the Contract Management unit

ENQUIRIES : Ms. L Ndhlovu Tel No: (012) 748 6308
APPLICATIONS : Link: GPW26/02

ANNEXURE G

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	:	26 October 2026
NOTE	:	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. Selection panels shall score both technical exercises as an additional criterion in the interview process. All shortlisted candidates for SMS posts will be subjected to a technical exercise and interview. Following the technical exercise and interview, a maximum of three (3) candidates will undergo psychometric assessments to assess cognitive capabilities, behavioural preferences, emotional intelligence, and integrity. The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment batteries. Assessment for core competencies outlined in the SMS Handbook shall be conducted within one month of the appointment of candidate. 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.

MANAGEMENT ECHELON

POST 36/38	:	**CHIEF DIRECTOR: INTERNAL AUDIT AND RISK MANAGEMENT REF NO: NDOH 80/2026** Branch: Corporate Services
SALARY	:	R1 554 696 per annum, (an all-inclusive remuneration package), (basic salary consist of 70% of total package, the State's contribution to the Government Employees Pension Fund (13% of basic salary) and a flexible portion]. The flexible portion of the package can be structured according to the Senior Management Service guidelines.
CENTRE	:	Pretoria
REQUIREMENTS	:	Grade 12 certificate and an NQF 7 qualification in Auditing/ Accounting/Risk Management / Forensic Investigation. NQF 8 qualification in the above will be an advantage. Registration with the Institute of Internal Auditors as a Certified Internal Auditor. At least five (5) years' experience at a senior managerial level

in managing a complex Internal Audit function and providing assurance to senior management and an audit committee/governance structure as well as experience in developing risk-based audit strategies/plans, managing QAIP, and overseeing audit engagements and reporting. Knowledge of Public-sector ethics, fraud risk management and mechanisms for addressing corruption, maladministration and financial misconduct. Knowledge of governance, risk management, and compliance frameworks. Knowledge of applicable legislation and regulatory frameworks (e.g. Public Finance Management Act (PFMA), Treasury Regulations, Public Service Regulations). Knowledge of Global Internal Audit Standards, internal audit principles and professional practices. Good communication (verbal and written), leadership, Interpersonal, strategic capability, financial management, programme and project management, planning, monitoring, and evaluating, knowledge management, client orientation and customer focus skills. Ability to work independently and maintain professional objectivity. Ability to work under pressure and meet statutory and governance reporting deadlines. Ability to handle highly confidential and sensitive information Ability to testify or provide expert evidence where required, particularly where forensic investigations form a substantive part of the post. Willingness to travel when required. A valid driver's license. SMS pre-entry Certificate is required for appointment finalization.

DUTIES : Oversee, coordinate and provide strategic capability and leadership to the Internal Audit Activities (IAA). Develop, implement and periodically review the Internal Audit Strategy, Three-Year Rolling and Risk-Based Internal Audit Plan, aligned to the Department's strategic objectives (APP), risk profile and approved Internal Audit Charter. Provide strategic leadership on compliance audit, forensic audit and investigation to strengthen the department's governance, compliance and internal control environment. Prepare and present reports on Internal Audit, Compliance, risk and forensic matters. Prevent and address fraud, corruption and other irregularities, and promote accountability and a sound culture of compliance. Provide strategic leadership, direction and oversight of performance, information technology and financial audit in the department. Provide strategic leadership and direction in the planning and implementation of performance, information technology and financial audit programmes in line with departmental priorities and identified risks. Provide strategic support to audit committee. Communicate, risk exposures, governance weaknesses, control deficiencies, fraud risks, resource limitations and any impairment to Internal Audit independence or objectivity. Support the ARC in assessing the effectiveness and performance of the Internal Audit function without assuming management responsibility. Management of resources and finance. Develop and implement the strategic direction, operational plans, budget and resource requirements of the Chief Directorate. Ensure effective management of procurement, financial and administrative resources in accordance with applicable public-sector requirements.

ENQUIRIES : Ms Q Gambu Tel No: (012) 395 8413

GRADUATE INTERSHIP PROGRAMME 2026-2028 (24 MONTHS)

CLOSING DATE : 26 October 2026

NOTE : The National Department of Health invites unemployed graduates who seek practical work experience and who are interested in the Public Service career to apply for internship (an occupationally based work experience opportunity) in the occupation mentioned below for a minimum of twenty-four (24) months. The applicants must not have been exposed or have participated in an internship programme. The Department aims to enhance the employability of unemployed graduate as potential employees through this internship programme.

OTHER POST

POST 36/39 : **INTERNSHIP REF NO: NDOH 81/2026 (X5 POSTS)**
Chief Directorate: Trauma, Violence and EMS

STIPEND : R8 174.75 per month

CENTRE : Pretoria

REQUIREMENTS : A Grade 12 certificate, National Diploma or degree (NQF 6) in Microbiology / Biotechnology. Good communication (written and verbal), interpersonal,

attention to detail, scientific analytic in relation to Chapter 8 Regulations and Applications, and computer literacy skills.

DUTIES : Coordinate the import and export permit programme as per Regulations No. R. 181. Audit Microbiology laboratories for registration with the Department of Health and monitoring them on biosafety and biosecurity as per Regulations No. R. 178. Register and conduct audit of Tissue Banks and Stem Cell Banks as per Regulations R. 182. And Regulations No. R. 183 respectively. Respond to queries from clinical trial industry, Health Research, post graduate student in health sciences, tissue banks and stem cell banks.

ENQUIRIES : M Kgasi Tel No: (012) 395-9029

ANNEXURE H

DEPARTMENT OF HIGHER EDUCATION AND TRAINING
(Tshwane North TVET College)
(Central Johannesburg TVET College)

MANAGEMENT ECHELON

POST 36/40	:	**CHIEF DIRECTOR: LEGAL AND LEGISLATIVE SERVICES REF NO: DHET02/10/2026** Branch: Planning, Policy and Strategy
SALARY	:	R1 554 696 per annum (Level 14), (all-inclusive remuneration package)
CENTRE	:	Pretoria
REQUIREMENTS	:	An appropriate Undergraduate Qualification LLB degree (NQF Level 7) as recognised by SAQA. A minimum of five (5) years' relevant experience at the Senior Managerial level in Law environment. Successful completion of the Nyukela Public Service SMS Pre-entry Programmed as endorsed by NSG. Strong knowledge and understanding of Public Service Regulation, Public Service Act, TVET College operation and Governance, White Paper on PSET and South Africa post-school education and training landscape particularly its legislative framework, policies and regulations as well as legislation applicable in the public service, expertise in the government corporate management framework, financial management, problem solving and analysis, people management and empowerment, risk management, strategic planning and supply chain management prescripts. Proven strategic management and leadership capabilities and strong communicator with the ability to interact with the TVET College management. Expertise in litigation, contract drafting, and interpretation of statutes. Skills required: strategic capability and leadership; people management and empowerment; programme and project management; change management; client orientation and excellent verbal and written communication. Be proactive, committed with integrity. A valid driver's license and willingness to travel.
DUTIES	:	To manage the provision of legal and legislative services. Provide legal and legislative services for Education Institution. Provide legal and legislative services to skills development. Provide legal support to corporative services and planning and policy development. Render legal support for university institutions, technical vocational education and training institution. Provide strategic direction for the functioning of the Chief Directorate. Promulgate internal management directives and procedures for the Chief Directorate. Present and obtain approval for the strategic business plan of the Chief Directorate. Define goals and objectives for the Chief Directorate. Manage the performance target for the Chief Directorate. Control the allocated budget of the Chief Directorate according to departmental prescripts. Compile performance agreement for sub-ordinates and ensure the development and mentoring of allocated members. Manage the budgetary programme and ensure sound record management of the Chief Directorate. Giving legal advice and drafting legal opinions on the application and effects of national legislation, providing strategic direction to the Unit and quality assurance on all legal issues and legal documentation in support of the Minister, Director-General, and the Department. Provide day-to-day management of the Legal Services Unit and provide overall legal support. Manage and administer information and documents for the Department as a Deputy Information Officer. Conduct Strategic Planning, Budgeting and MTEF processes of the Chief Directorate to ensure high performance and cost effectiveness of legal services. Management of Legal risks. Manage all resources of the Directorate. N.B. All shortlisted candidates will be required to complete a relevant competency exercise
ENQUIRIES	:	Mr R Kgare Tel No: (012) 312 5442, Ms X Rikhotso Tel No: (012) 312 5513
APPLICATIONS	:	DHET invites applicants to apply online on the New Z83 form by accessing the Departmental Website (click the 'apply now' button) or http://z83.ngnscan.co.za/apply and follow the easy prompts/instructions.
NOTE	:	Upload the supporting document namely, (1) a comprehensive CV and any other document (where required). A fully completed and signed Z83 form and a detailed Curriculum Vitae will be considered. A helpful user guide and videos are available on the DHET website careers page to enable completion of the digital Z83. Only shortlisted candidates will be required to submit certified documents/copies of qualifications and other relevant documents to support

the application on or before the day of the interviews. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Candidates whose appointments promote representativity in terms of race, gender, and disability will receive preference. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. All shortlisted candidates for SMS posts will be subjected to a technical exercise and interview. Following the technical exercise and interview, a maximum of three (3) SMS candidates will undergo psychometric assessments to assess cognitive capabilities, behavioural preferences, emotional intelligence, and integrity. One of the minimum entry requirements for the SMS position is the Pre-entry Certificate. No appointment will occur without successfully completing the pre-entry certificate and submission thereof. For more details on the pre-entry course visit: https://www.thensg.gov.za/training-course/sms-pre-entry-programme/. The candidate(s) will be required to sign an annual performance agreement, disclose his/her financial interests, and be subjected to security clearance. If you have not been contacted within three (3) months of the closing date of this advertisement, please accept that your application was unsuccessful. Suitable candidates will be subjected to personnel suitability checks (criminal record check, citizenship verification, qualification/study verification, and previous employment verification). Applications received after the closing date will not be considered. DHET is committed to providing equal opportunities and practising affirmative action employment. It is our intention to promote representatives in terms of (race, gender, and disability) in the organisation". Employment Equity principles will be applied in accordance with the Departmental Employment Equity Policy, taking into consideration the applicable equity targets, representativity, and legislative requirements.

CLOSING DATE : 23 October 2026

OTHER POSTS

POST 36/41 : **ASSISTANT DIRECTOR: INTERNAL AUDIT & QUALITY MANAGEMENT SYSTEM REF NO: TNC/CO/26 – 10/1**
(Re-advertisement)
Duration: Permanent Appointment

SALARY : R487 197 per annum, plus benefits
CENTRE : Central Office
REQUIREMENTS : National Diploma in Internal Auditing/Degree (NQF Level 6) in Internal Auditing. A post graduate qualification in internal auditing, forensic auditing or a relevant postgraduate qualification will be an added advantage. Registered member of the institute of Internal Auditors South Africa (IIASA). Certified Internal Auditor or Professional Internal Auditor designations or relevant professional designations will be an added advantage. Minimum 5 years' relevant experience in an internal auditing environment. Minimum 3 years' relevant supervisory experience in internal auditing environment. Computer literacy (MS Office – advanced Excel preferred). Valid driver's license. Competencies, Knowledge and Skills: Sound knowledge of internal auditing principles and practices. Knowledge of the CET Act, Public Audit Act, Public Finance Management Act (PFMA), Treasury Regulations, and public sector governance frameworks. Understanding of the International Standards for the Professional Practice of Internal Auditing (IIA Standards) and Global Internal Audit Standards. Knowledge and understanding of risk management, internal control frameworks, and corporate governance principles (King IV/V report). Understanding of public sector policies, including DHET/TVET regulatory and compliance requirements. Understanding of Quality Management Systems (ISO 9001:2015). Strong analytical, investigative, and problem-solving skills. Excellent report writing, presentation, and communication skills (written and verbal). Ability to evaluate the adequacy and effectiveness of internal controls. Strong planning, coordination, and organisational skills. Ability to interpret legislation, policies, and procedures and apply them during audits. Proficiency in compiling audit working papers and maintaining quality audit files. High attention to detail, accuracy, and compliance with auditing standards. Ability to work independently and under pressure while meeting strict audit timelines.

Professionalism, accountability, and ethical conduct. Sound judgement and objectivity. Ability to maintain confidentiality and exercise discretion.

DUTIES : Prepare audit notification letters in line with the approved Annual Audit Plan. Conduct preliminary surveys to gain an understanding of systems, processes, and controls. Prepare Audit Planning Memoranda (APMs). Perform risk assessments and develop risk-based audit programmes. Identity control weaknesses and areas of improvement. Prepare and maintain quality audit files in compliance with Global Internal Audit Standards. Conduct audits in accordance with approved audit programmes and methodologies. Evaluate the adequacy and effectiveness of internal controls. Compliance and maintenance of the ISO 9001 standards. Assess safeguarding of assets against fraud, irregularities, and losses. Review compliance with the CET Act, PFMA, Treasury Regulations, and Institutional policies. Engage auditees during fieldwork and discuss preliminary findings. Perform follow-up audits on previously reported findings and recommendations. Draft clear, accurate, and evidence-based audit reports. Identity root causes and provide practical, value-adding recommendations. Conduct exit meetings and prepare minutes. Submit audit reports within agreed timelines. Support reporting to Executive Management and the Audit and Risk and Management Committee. Maintain effective professional relationships with internal stakeholders. Provide advisory input on governance, risk management, and internal control matters, where required. Guide and support management in addressing audit findings and management action plan.

ENQUIRIES : Should you have enquiries or experience any problem submitting your application contact Ms RN Selepe Tel No: (012) 401 1955 / Ms JM Nyalunga Tel No: (012) 401 1940

APPLICATIONS : Email to asdinternalaudit@tnc.edu.za

NOTE : Tshwane North TVET College would like to invite suitably qualified, innovative, result-orientated and self–driven candidates to apply for their vacant position. Applications must be submitted on the New Z83 which must be fully completed, obtainable from any Public Service Department and must be accompanied by a comprehensive Curriculum Vitae. Only shortlisted candidates will be required to submit certified copies of qualifications including academic records, driver's license, and identity document. Please take note that communication in relation to the process will be limited to the short-listed candidates. If you have not received any correspondence within three (3) months after the closing date, please consider your application unsuccessful. Note: Please quote the relevant reference number of the post you are applying for. Applications received after the closing date will NOT be accepted. Shortlisted candidates will be subjected to a vetting process: criminal record, citizenship, credit record checks, and qualifications. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The College/DHET reserves the right not to make appointments. Preference will be given to African male, African female, Coloured male, Coloured female, White male, Indian male and White female as per the EE targets of the College. People with disability are encouraged to apply. All costs incurred due to your application and interviews will be at your own expense.

CLOSING DATE : 23 October 2026

POST 36/42 : **SENIOR MANAGEMENT INFORMATION SYSTEM OFFICER REF NO: MIS/17/2026**
(This is a re-advertisement, applicants who applied previously are encouraged to re-apply if they are still interested in the post)

SALARY : R413 001 per annum (Level 08), plus benefits as applicable in the Public Sector

CENTRE : Central Johannesburg TVET College, Central Office

REQUIREMENTS : Grade 12 certificate or equivalent. A recognised three (3) year National Diploma (NQF level 6) / Bachelor's Degree in Information Management / Data Management or equivalent qualification. 3-5 years working experience in Data Management / TVETMIS environment or any relevant knowledge. Computer literate and competent in Word/Excel/PowerPoint/Outlook/Teams. Good verbal and written communication skills. Presentation and report writing skills. A valid driver's licence. Knowledge of policies and governance environment of TVET Colleges including knowledge of the TVETMIS and annual reporting

requirements by the Higher Education Institutions. Knowledge and understanding of Information Management. Knowledge, understanding, application and interpretation of office management, data warehouse and IT prescripts. Good administrative, planning, organizing, problem solving, project management, team leadership, analytical, client orientation and team leadership skills.

DUTIES : Ensure proper management of TVETMIS as well as the capturing and extraction of college data. Perform validation of data on a regular basis. Set up the system in readiness for enrolment and support other business processes. Control the quality of captured data and report if there are errors. Maintain the college TVETMIS. Manage student and staff data. Use various tools and extract data to facilitate statistical reporting. Interact with the service provider regarding upgrades and request for assistance. Capture all the approved enrolments / registrations and assessments on the system by the predetermined time. Ensure the compilation and submission of reports. Provide statistical information weekly, monthly, quarterly etc. Ensure the compilation, monitoring of academic examination and staff statistics of the college and submit reports on quarterly basis to management and DHET. Compile monthly, quarterly and annual reports as requested. Ensure the maintenance and capturing of inputs captured on ITS system and other related systems. Set up the student system for registration of students and ensure creditability and reliability. Monitor the capturing, quality control, validation, run procedure, create file and ensure that entries are submitted on time. Ensure efficient and effective administration of all academic related student system administration for programmes, course and qualification. Oversee the load general system, student programmes, lecturing timetables, assessment marks, class groups, census dates and academic qualifications curriculum. Maintain calculation criteria as per guidelines from Head Office. Ensure that MIS licenses are renewed before expiry dates. Ensure the effective and efficient maintenance of the TVETMIS. Management of human, physical and financial resources.

ENQUIRIES : Mr MB Khakhu Tel No: (011) 351 6000

APPLICATIONS : Instructions: The Central Johannesburg TVET College (CJC) invites applicants to apply online on the New Z83 form by clicking on this link https://cjcz83.ngnscan.co.za/apply. Apply and follow the easy prompts/instructions.

NOTE : If you apply for the first time, you will be required to register by clicking the register button to register. After registering, you will be allowed to log in and apply for your chosen post (s). Upload the supporting document namely, a comprehensive CV and any other document (where required). A fully completed and signed Z83 form, and a detailed Curriculum Vitae will be considered. Only shortlisted candidates will be required to submit certified documents/copies of qualifications and other relevant documents to support the application on or before the day of the interviews. The shortlisted candidates will also be requested to submit confirmation or service letter from their previous employer, confirming their employment status/ history. It is the applicant's responsibility to have foreign qualification(s) evaluated by the South African Qualification Authority (SAQA). Candidates whose appointment promote representativity in terms of race, gender, and disability will receive preference. All shortlisted candidates shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The successful candidate(s) will be required to sign an annual performance agreement, disclose his/her financial interests, and be subjected to security clearance. If you have not been contacted within three (3) months of the closing date of this advertisement, please accept that your application was unsuccessful. The college reserves the right not to make appointment. Suitable candidates will be subjected to personnel suitability checks (criminal record check, citizenship verification, qualification/study verification, and previous employment verification). Applications received after the closing date will not be considered. CJC is committed to providing equal opportunities and practising affirmative action employment. It is our intention to promote representativity in terms of (race, gender, and disability) in the organisation. Employment Equity principles will be applied in accordance with the Departmental Employment Equity Policy, taking into consideration the applicable equity targets, representativity, and legislative requirements. Due to the college financial constraints, candidates will be responsible for their traveling and accommodation.

CLOSING DATE : 23 October 2026

ANNEXURE I

INDEPENDENT POLICE INVESTIGATIVE DIRECTORATE

The Independent Police Investigative Directorate (IPID) is an equal opportunity and affirmative action employer. It is our intention to promote representatively in terms of race, gender and disability within the Department through the filling of posts.

CLOSING DATE : 23 October 2026

NOTE : Applicants are not required to submit copies of qualifications and other relevant documents on applications but must submit Z83 and a detailed Curriculum Vitae. Applications quoting the correct reference number 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 form (old Z83) will not be considered. Each application for employment form must be fully completed, signed and initialled by the applicant. Failure to sign this form may lead to disqualification of the application during the selection process. A recently updated, comprehensive CV as well as a fully completed and initialled new signed Z83 (Section A, B, C & D are compulsory and section E, F and G are not compulsory if CV it is attached). However, the question related to conditions that prevent re-appointment under Part-F must be answered. Non-RSA Citizens/Permanent Resident Permit Should you be in possession of a foreign qualification; it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA) (only when shortlisted). All shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One must be a practical exercise, and the other for integrity (ethical conduct) assessment. Selection panel shall score both technical exercises as additional criterion in the interview process. All shortlisted candidates for SMS posts will be subjected to a technical competency exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Applicants who do not comply with the above-mentioned requirements, as well as applications received late, will not be considered. Due to the large number of applications, we envisage to receive, applications will not be acknowledged, if you have not been contacted within three (3) weeks after the closing date of this advertisement, please accept that your application was unsuccessful. Correspondence will be limited to short-listed candidates only. Therefore, only shortlisted candidate for the post will be required to submit the documents on or before the date of the interview. The successful candidate will have to undergo security vetting. His / her character should be beyond reproach. The appointment is subject to security clearance, verification of qualifications and competency assessment (criminal record, citizenship, credit record checks, qualification verification and employment verification). The Department reserves the right to fill or not fill the any advertised posts. Applicants must declare any pending criminal, disciplinary 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 security vetting process. All applicants are required to declare any conflict or perceived conflict of interest, to disclose memberships of Boards and directorships that they may be associated with. The successful candidates will be appointed on a probation period of 12 months and will be required to sign a performance agreement. The suitable candidate will be selected with the intention of promoting representivity and achieving affirmative action targets as contemplated in the Department's Employment Equity Plan.

OTHER POSTS

POST 36/43 : **ASSISTANT DIRECTOR: ICT SECURITY REF NO: Q9/2026/49**

SALARY : R487 197 per annum

CENTRE : National Office

REQUIREMENTS : An NQF level 7 qualification in ICT as recognized by SAQA or related field. 3-5 years' working experience in ICT security environment. Knowledge Requirements: Knowledge and understanding of government regulations / prescripts / policies. Knowledge and understanding of departmental policies relating to ICT. Knowledge of Firewall systems. Knowledge on network

monitoring tools. Knowledge and understanding of DMZ Zone. Knowledge of ICT Security audit including server room compliance standards, Knowledge of Hacking/penetration test. Knowledge of different software systems and components. Knowledge of software and hardware configurations. Knowledge of desktops, server hardware and software. Ability to evaluate documentation. Knowledge of software application systems. Knowledge of back-up and recovery systems. Knowledge of disaster recovery testing and business continuity. Understanding of ICT network infrastructure and other related matters. Skills and Competencies: Excellent written and oral communication skills. Demonstrated customer service skills and focus. Proven ability to manage multiple tasks and projects. Ability to think and act tactically. Interpersonal skills. Project management skills. Troubleshooting skills. Presentation Skills. Skill to analyse and evaluate systems, data, etc.

DUTIES : Coordinate ICT Security operations: Administer and monitor firewall activities, provide monthly and quarterly reports, Monitor ICT security compliance with departmental policies, procedures and prescripts, Monitor the Demilitarized Zone (DMZ) on the network and generate reports. Administer and monitor user activity on the network and reporting any violations. Protect data and system integrity: Conduct network penetration and detection/prevention tests and submit monthly reports. Conduct back-ups testing for integrity and restore purposes. Verify that all systems and equipment on the Disaster Recovery (DR) site are updated in line with the Disaster Recovery Plan (DRP). Verify that archiving of emails is properly conducted for both outgoing and incoming communications. Update software and hardware systems and equipment at the DR site. Conduct ICT security risk and Compliance: Identify and report on ICT security risks and threats and escalate complicated matters. Compile monthly and quarterly reports. Identify information assets (ICT Systems), potential threats and vulnerability. Evaluate ICT systems quarterly (software & hardware) and submit reports. Conduct market research and benchmarking on ICT security Technologies to improve services and submit reports. Document all ICT security –related changes on system/networks and implementation. Provide ICT security input for network upgrades, design and installations. Respond to security related queries and solve them. Implement systems and conduct Application Testing: Publish approved projects to the web application for processing and implementation. Test new software and applications before deployment to ensure compliance. Certify software and hardware before installation or implementation. Manage resources and Record-keeping: Conduct maintenance and awareness campaigns on ICT security matters. Update all ICT security equipment and software records in registers. Verify equipment and software for disposal to ensure compliance with policies and prescripts.

ENQUIRIES : Mr. T Moletsane Tel No: (012) 399 0016

APPLICATIONS : Independent Police Investigative Directorate, National Office Private Bag X941, Pretoria, 0001 or hand deliver to Benstra Building, 473 Stanza Bopape & Church Street, Arcadia, Pretoria, or email Recruitment14@ipid.gov.za (Please indicate the post name and reference number on the subject line) when applying through e-mail.

FOR ATTENTION : Mr. DS Baloyi Tel No: (012) 399 0202

POST 36/44 : **ASSISTANT DIRECTOR: CORPORATE SERVICES REF NO: Q9/2026/53**

SALARY : R487 197 per annum (Level 09)

CENTRE : Kimberly (Northern Cape)

REQUIREMENTS : An NQF level 7 in Public Management / Administration / Financial Management Qualification or Relevant as recognised by SAQA, 3 to 5 years' supervision experience in the finance and human resource environment, A valid driver's licence. Knowledge: Human Resource Management Policies, Human Resource System and Procedures, Performance Management, Knowledge of Project Management, Public Services Act, Regulations and Resolutions, Recruitment and Selection Strategies, Code of Remuneration, Extensive knowledge of legislation regulating Human Resource Management (HRM). Extensive knowledge of regulatory frameworks such as Public Service Act, Public Service Regulations, Public Service Regulatory Framework governing Human Resource Management Practices, Employment Equity Act, HRM related policies, systems and processes, procedures and best practice. Working knowledge and experience of PERSAL. Skills and Competencies: Client Service Orientation, emotional intelligence, Team participation, Job

		Knowledge, Flexibility, Continuous Improvement, Ability to relate well with all levels of stakeholders, root cause identification, Presentation, Planning and organising, Strong Analytic skills, Communication skills, Analytical Skills, Negotiations skills, financial management, Performance Management, Honesty and Integrity.
DUTIES	:	Manage Financial Administration support services. Request and analyse Expenditure Control C reports. Submitting S&T claims to Finance for processing. Checking and submitting overtime claims to Finance for processing. Submitting petty cash reconciliations to National Office. Submitting payroll to Finance. Checking and validating of invoices, certifying of invoices for services received (e.g. GRV) Provide motivation of the variance between expenditure and cash-flow. Provide budget breakdown and cash-flow. Compile and submit funds shifts requests to cover negatives and unforeseen expenditure. Manage Human Resource Administration Service: Facilitate the implementation of employee compensation, general conditions of service, benefits, and incentives. Monitor the provision of leave, long service recognition and PILIR being captured. Facilitate and coordinate the termination or resignations of employees including debt forms. Provide advice on human resource policies and practices. Facilitate the processing of labour relations issues. Keep and maintain work registers of all HRM matters. Render secretarial services during interviews. Manage Supply Chain Support Services. Coordinate the Goods received vouchers (GRV) submitted to the SCM within 2 days from the receipt of the invoice from SCM. Checking and validating of invoices. Certifying of invoices for goods and services received (e.g. GRV) and forwarding of Goods Received Voucher to invoicing Unit. Coordinate the implementation of the Demand and procurement plans for the province. Verification of the asset register. Verification of the asset register. Verification of stock control. Manage Facilities, Transport, and Record Management Services: facilitate day-to-day repairs of the building. Coordinate the utilisation of vehicles. (verify the logbook, conduct inspection of the vehicle). Compile reports for any damages and losses of the car. Monitoring and verify telephone usage for the individuals in the office. Conduct quality check on trip requests prior to issuing of vehicle. Verify if the records register is correct. Supervise Human Resource / Staff: allocate and ensure quality of work. Personnel developments. Assess staff performance Apply discipline. Ensure compliance with prescribes regulations, guidelines and policies.
ENQUIRIES	:	Mr. OD Khanyi Tel No: (053) 492 0211
APPLICATIONS	:	Independent Police Investigative Directorate, Private Bag X941, Pretoria, 0001 or hand deliver to 99 Phakamile Mabija Street, Kimberly, 8301 or Recruitment5@ipid.gov.za Please indicate the post name and reference number on the subject line) when applying through e-mail.
FOR ATTENTION	:	Ms. P Alec Tel No: (053) 492 0210

ANNEXURE J

JUDICIAL INSPECTORATE FOR CORRECTIONAL SERVICES

The Judicial Inspectorate for Correctional Services (JICS) 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 JICS will be taken into consideration. Women and people with disabilities are encouraged to apply and preference will be given to the EE Target. JICS reserves the rights to fill these positions.

APPLICATIONS : Submitted online through the link below or hand delivered to Aqua Sky Building, 275 Anton Lembede Street, 8th Floor, Durban 4001.
KwaZulu Natal Management Region: Ebongweni C Max Correctional Centre https://forms.gle/ybvHNgiX4VXnf4qK9
Eastern Cape Management Region: Submitted online through the links below or hand delivered to East London Magistrates Court, 3rd floor, room 407, Buffalo Street, East London, 5200
East London Medium B Correctional Centre: https://forms.gle/ABeA2bsoc65mNr5s8 Idutywa Correctional Centre: https://forms.gle/GEzjidEF7MhTVamW8
Central Management Region: Hopetown Correctional Centre (Ref No: JI 58/2026) Submitted online through the link below or hand delivered to Fedsure House, 3rd Floor 62 St Andrews Street, Bloemfontein 9300 Hopetown Correctional Centre: https://forms.gle/eGQ8fEVqdeRwkbRN8
Gauteng Management Region: Applications Submitted online through the links mentioned below or hand delivered to Block C 3, Eco Origins Office Park, Witch-hazel Street, Centurion, 0046 Boksburg Juvenile Correctional Centre: https://forms.gle/YtB3FcbYTEiq1pCP6
Leeuwkop Maximum Correctional Centre: https://forms.gle/C6jAMjtf23wnnKpK6
Limpopo, Mpumalanga, Norther West (LMN) Management Region: Applications Submitted online through the links mentioned below or hand delivered to Block C 3, Eco Origins Office Park, Witch-hazel Street, Centurion, 0046 Standerton Correctional Centre: https://forms.gle/XvuNxpUXjH8fPn676
Western Cape Management Region: Applications Submitted online through the link mentioned below or hand delivered to Standard Bank Building No 1, Thibault Square, 9th floor, Cnr Long Street & Hans Strijdom Avenue, Cape Town, 8001 Goodwood Correctional Centre: https://forms.gle/6FLUD7jzPRK5QmPt7

CLOSING DATE : 30 October 2026 at 16:00 (walk-in) and 20:00 (online)

NOTE : All attachments for online application must include an application form Z83 and CV only, in PDF and as one (1) document or attachment and saved with surname and initials. JPEG (picture/snapshot) applications will not be accepted. Failure to do so will result in your application being disqualified. Applications quoting the relevant reference number 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 applications must reach the Judicial Inspectorate for Correctional Services (JICS) on/or before the closing date and time. JICS cannot be held responsible for server delays. Applications submitted in any other way other than the published link or hand delivery will be treated as invalid. 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 the 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 Qualifications Authority (SAQA) (only when shortlisted). 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' technical and generic requirements. 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 for the sole purpose of this application and will not be shared with third parties without prior consent unless required by law. Due to the large number of responses anticipated, correspondence will be limited to short-listed candidates only. If you have not been contacted within three months of the closing date of the advertisement, please accept that your application has been unsuccessful. The JICS reserves the right not to make any appointment(s) to the below advertised post(s). The successful candidate will be required to enter into an employment contract and a performance agreement. All costs associated with an application will be borne by the applicant. The appointment will be made according to the Public Service Act of 1994. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment.

OTHER POST

POST 36/45 : **INDEPENDENT CORRECTIONAL CENTRE VISITOR**
Directorate: Regional Coordination & Oversight
(36-month contract appointment)

SALARY : R89 046 per annum (Level 5 - 3/8th), plus 37% in lieu of benefits.

CENTRE :
Kwa-Zulu Natal Management Region:
Ebongweni C-Max Correctional Centre Ref No: JI 55/2026
Eastern Cape Management Region:
East Londen Medium B Correctional Centre Ref No: JI 56/2026
Idutywa Correctional Centre Ref No: JI 57/ 2026
Central Management Region:
Hopetown Correctional Centre Ref No: JI 58/2026
Gauteng Management Region:
Boksburg Juvenile Correctional Centre Ref No: JI 59/2026
Leeuwkop Maximum Correctional Centre Ref No: JI 60/2026
Limpopo, Mpumalanga, Norther West (Lmn) Management Region:
Standerton Correctional Centre Ref No: JI 61/2026
Western Cape Management Region:
Goodwood Correctional Centre Ref No: JI 62/2026

REQUIREMENTS : Applicants must be in possession of a Grade 12/Senior Certificate. Computer literate and accurate. A recommendation for nomination as an ICCV by a community organisation (not older than six (6) months). Ability to work independently and as a team. Public spirited and sound knowledge of the Batho Pele principles. Assertiveness and ability to work under pressure. Ability to communicate (verbally and in writing). Driver's licence will be an added advantage. Preference will be given to qualifying applications received from individuals residing in communities which are in the vicinity of the correctional centre where the post needs to be filled.

DUTIES : The incumbent will be responsible for conducting site visits and reporting on urgent matters. To conduct regular interviews and consultations with inmates and DCS officials regarding complaints and mandatory matters. Receiving and capturing all complaints/requests on the database. Opening and maintenance of case files. Make follow-ups on outstanding complaints. Submission of monthly reports. Provide statistical analysis of all complaints received. Attend to enquiries. Carry out all reasonable instructions by the supervisor/ Regional Manager.

ENQUIRIES : Kwa-Zulu Natal Management Region: Ms. D Mocumi Tel No: (031) 366 1900
Eastern Cape Management Region: Ms N Sifesane Tel No: (043) 722 2729
Central Management Region: Ms Y Mdlalose Tel No: (051) 4301954
Northern Management Region: Ms G Thabethe Tel No: (012) 663 7521
Western Cape Management Region: Ms J Gericke Tel No: (021) 421 1021

ANNEXURE K

DEPARTMENT OF LAND REFORM AND RURAL DEVELOPMENT

CLOSING DATE : 23 October 2026 at 16:00

NOTE : To apply, submit a completed Z83 form, (a nomination letter if required) and detailed Curriculum Vitae (PDF document to a maximum of 10 megabytes) via e-mail or hand delivery. The Department will not be held responsible for server delays. Late applications due to technical issues will not be considered. Shortlisted candidates must provide certified copies of required documents (Identity Document, qualifications, etc) where necessary and service certificates to support senior management experience to Human Resources before the interviews, including South African Qualifications Authority (SAQA) evaluation reports for foreign qualifications. Failure to comply will result in disqualification. All shortlisted candidate, including the SMS, shall undertake two pre-entry assessments, one will be a practical exercise to determine a candidates suitability based on the posts technical and generic requirements and the other must be integrity (ethical conduct) assessment. To be appointed at Senior Management Service (SMS) level, you must complete the SMS Pre-entry programme offered by the National School of Government (NSG). Find course details here: https://www.thensg.gov.za/training-course/sms-pre-entry-programme/ appointment is subject to successful completion of the Nyukela Programme: Pre-entry Certificate to SMS and submission of proof. All shortlisted candidates for SMS posts will be subjected to a technical exercise and interview. Following the technical exercise and interview, a maximum of three (3) candidates will undergo psychometric assessments to assess cognitive capabilities, behavioural preferences, emotional intelligence, and integrity NB: Please note that false or fraudulent qualifications submitted by applicants will be reported to the South African Police Services (SAPS), and a criminal case shall be opened. Applications: Please submit your application before the closing date as late applications will not be considered. Do not submit duplicate applications. If applying for multiple posts, submit separate applications for each post. Applications submitted via email will be acknowledged via an automated response. Applications received manually will not be acknowledged due to high volumes of applications received. If you have not heard from us within 3 months, please consider your application to be unsuccessful. Should, during any stage of the recruitment process, a moratorium be placed on the filling of posts or the Department is affected by any process such as, but not limited to, restructuring or reorganisation of posts, the Department reserves the right to cancel the recruitment process and re-advertise the post at any time in the future. Important: DLRRD is an equal opportunity employer committed to promoting representivity and affirmative action. We encourage applications from all qualified candidates. The Department reserves the right not to fill vacancies. By applying you consent to the collection and processing of your personal information for recruitment purposes. Shortlisted candidates will be required to be available for assessments and interviews at a date and time as determined by the Department. Shortlisted candidates will undergo personnel suitability checks, security vetting and reference checks (including social media profiles). Applications must declare any pending criminal, disciplinary or any other allegations or investigations. Successful candidates must pass security clearance, sign an employment contract, sign an annual performance agreement and disclose financial interests. All applicants are required to declare any conflict or perceived conflict of interest, to disclose memberships of Boards and directorships that they may be associated with. Failure to disclose relevant information may result in disqualification or termination. The Minister of Land Reform and Rural Development, in terms of section 4(3) and 4(4) of the Restitution of Land Rights Act No. 22 of 1994, hereby invites nominations from the general public for the appointment of a Chief Land Claims Commissioner for the Commission on Restitution of Land Rights. The person so nominated should meet the requirements for the position. Nominations must include a signed nomination letter and be accompanied by an updated CV and form Z83 completed by the nominated candidate. The appointment will be made in compliance with the Restitution of Land Rights Act 22 of 1994 read with the Public Service Regulations, 2016

MANAGEMENT ECHELON

POST 36/46 : **CHIEF LAND CLAIMS COMMISSIONER REF NO: 3/1/1/1/2026/274**
Branch: Restitution

SALARY : R1 885 710 per annum (Level 15), (all-inclusive package). The package includes a basic salary (70% of the package) and a flexible portion that may be structured in accordance with the rules for Senior Management Services (SMS). (5 years employment contract)

CENTRE : Gauteng (Pretoria)

REQUIREMENTS : Minimum requirements: Applicants must be in a possession of a Grade 12 Certificate and Honours Degree / Advanced Diploma in Social Sciences / Economics / Natural Sciences / Law or Development Studies (NQF Level 8) and a Nyukela certificate (Pre-entry Certificate to the SMS) submitted prior to appointment. Minimum of 8 years of experience at senior managerial level in Land Reform / Restitution Environment. Demonstrated leadership in a large complex organisation. A valid driver's licence. Job related knowledge: Understanding of key priorities of government, as well as the Comprehensive Rural Development Programme (CRDP), Infrastructure planning and implementation, Public Service Act, Public Financial Management Act, Preferential Procurement Policy Framework Act, Project management, Programme management, Strategic capacity and planning, Budgeting, Expenditure reporting, Monitoring and evaluation, Human resource management, Supply chain management, Knowledge of the Constitution and Land Reform legislation. Job related skills: Communication (Both verbal and written), Strategic planning and leadership, Presentation and facilitation, Report writing, People management, Financial management, Business management / Public management, Monitoring and evaluation, Negotiation and conflict resolution, Customer focus and Computer literacy.

DUTIES : Provides strategic leadership and guidance for the provision of Restitution services in the following areas: Provide strategic leadership and direction as well as implement the functions of the Commission are described in the Restitution of Land Rights Act No. 22 of 1994. Provide access to rights in land, including land ownership and sustainable development. Serve as the Head of the Commission on Restitution of Land Rights and the Branch Restitution. Advise the Executive Authority on policy development and implementation. Interface with broader processes around land reform at the national level. Interface with the Director-General: Land Reform and Rural Development in his/her capacity as the accounting officer of the Commission. Ensure that Restitution projects are of high quality and conform to policy objectives of poverty eradication and sustainable development. Ensure effective governance, accountability and compliance with relevant legislation. Drive organisational performance, transformation and service delivery. Coordinate strategic planning and compilation of APP. Provide financial management services to the Commission. Provide legal support to Commission in terms of restitution issues. Provide risk and compliance services to the Commission. Manage Commission finances, human resource and assets. Coordinate service delivery. Provides strategic management and direction to the Branch: Develops Restitution strategic plan in agreement with the Director-General: Department of land Reform and Rural Development. Develops and reports on annual Restitution operational and work plans linked to the Restitution Act. Prepares financial reports/statements on a monthly, quarterly and annual basis. Estimates progress review and budget adjustments on an annual basis. Prepares technical procedures and standards according to policy. Sets realistic goals and objectives for the Commission and the Branch to be attained. Coordinates the development and maintenance of Branch system and controls. Ensures protection of the Branch from risk and fraud at all times. Develops a well-defined communication strategy for the Branch. Provides strategic direction towards an effective and efficient commission: Oversee implementation towards establishing schedule 3 (A) Entity. Approves business Case and legislation. Redesign the settlement models in sector categories. Foster stakeholder relations and partnerships across government, business and civil society. Lead and Manage the Business unit in accordance with good Governance: Ensure participation at Quality Control Committees (QCC) and signing approval of claims. Manage Restitution Legal Matters including Litigation and Compliance matters. Manage IT Systems. Manage expenditure risk. Ensure that revised institutional form is implemented. Develop a detailed

business process linked to the standard operating procedures and time frames to ensure effective information and records management. Ensure that the Statutory commission meetings are held in compliance with the Restitution. Decide on request for access to information in terms of PAIA: Undertake functions as the information officer of the Commission. Manage the identification and locate records. Ensure that the third parties are notified where required. Take decisions on whether to grant/deny access. Manage the calculated charges applicable to fees. Provide access to records if the decision is to grant access.

ENQUIRIES : Dr AF van Staden Tel No: (012) 312 9626

APPLICATIONS : Nominations or applications can be submitted by hand delivery during office hours to: 600 Lilian Ngoyi Street (formerly known as Van Der Walt Street) Berea Park, Pretoria, 0001 or by email to Post274@dlrrd.gov.za

NOTE : EE Targets: Coloured and Indian Males, and African, Coloured and Indian Females, and Persons with disabilities.

POST 36/47 : **CHIEF FINANCIAL OFFICER REF NO: 3/2/1/2026/275**
This is a re-advertisement, applicants who applied previously are encouraged to re-apply
Branch: Financial Management Services

SALARY : R1 885 710 per annum (Level 15), (all-inclusive package). The package includes a basic salary (70% of package), and a flexible portion that may be structured in accordance with the rules for Senior Management Services (SMS)

CENTRE : Gauteng (Pretoria)

REQUIREMENTS : Minimum requirements: Applicants must be in a possession of Grade 12 Certificate and minimum qualification at NQF Level 8 in Financial Management including Accounting / Business Administration / Commerce / Supply Chain Management / Public Finance as recognised by South African Qualification Authority (SAQA) and a Nyukela certificate (Pre-entry Certificate to the SMS) submitted prior to appointment. Minimum of 8 years' experience in a senior managerial position. Must demonstrate high level of competency in financial administration, financial accounting and supply chain management. A valid driver's licence. Job related knowledge: Knowledge and experience in Generally Recognise Accounting Principles (GRAP) and modified cash standards. Knowledge of the public sector budget reform process. Ability to effectively manage alignment of budget with priority programmes of service delivery. Ability to act as change agent and manage in accordance with the strategic vision and objective of the Department. Knowledge of financial management in relation to the regulatory framework for the Public Service e.g Public Financial Management Act (PFMA) and Treasury Regulations, the Public Service Act and Public Service Regulations. Understand the Constitutional mandate and key priorities of the Department. Cash flow forecasting. Job related skills: Communication skills (both verbal and written) and Negotiation, Monitoring and evaluation, Coordination and facilitation, Financial analysis, Risk management, Problem solving with Financial and supply chain legal framework, Project management, Change management, Excellent people management. Personal Attributes: Departmental empowerment on Financial and Supply Chain requirements, Integrity, Ethical and empathetic leadership, Good interpersonal relations, ability to work under pressure and meet deadlines, Ability to work in a team and independently, Strong character, Problem solving and analysis, decisive decision making, client orientation and customer focus, Proactive Communication with all stakeholders, Good financial judgement.

DUTIES : Manage and render supply chain management services. Manage demand management plan and acquisition services. Manage logistics, assets and contract management. Ensure that internal procedures and control measures are in place. Provide advice and contribute towards the financial aspects of the strategic planning process of the Department. Compile delegations of authority in respect of financial and procurement matters. Provide inputs into the formulation of the medium-term objectives, policies, and strategies in support of the strategic and operational plans of the Department. Monitor and oversee the collection of revenue by the Department. Manage governance and assurance management services. Provide timely and accurate financial and operational information necessary for strategic decision making to all Branches and exercise oversight into programme performance. Compilation of accurate annual financial statement and timeous submission in accordance with

applicable standards and legislative requirements. Good audit outcomes. Responsiveness towards queries from Auditor-General of South Africa (AGSA), Parliament and Audit Committees. Ensure effective management and implementation of good corporate governance in the Department. Manage the budget performance services. Manage budget performance. Provide financial performance. Manage state of expenditure. Provide financial and administrative support. Render office service support. Provide supply chain support. Facilitate, coordinate and administer projects.

ENQUIRIES : Dr AF van Staden Tel No: (012) 312 9626

APPLICATIONS : Applications can be submitted by hand delivery during office hours to: 600 Lilian Ngoyi Street (formerly known as Van Der Walt Street) Berea Park, Pretoria, 0001 or by email to Post275@dlrrd.gov.za

NOTE : EE Targets: Coloured and Indian Males, and African, Coloured and Indian Females, and Persons with disabilities.

POST 36/48 : **DIRECTOR: COMMUNAL PROPERTY INSTITUTIONS REF NO: 3/1/1/1/2026/276**

This is a re-advertisement, applicants who applied previously are encouraged to re-apply.

Chief Directorate: Land Tenure Reform

SALARY : R1 317 384 per annum (Level 13), (all-inclusive package). The package includes a basic salary (70% of package), and a flexible portion that may be structured in accordance with the rules for Senior Management Services (SMS)

CENTRE : Gauteng (Pretoria)

REQUIREMENTS : Minimum requirements: Applicants must be in a possession of Grade 12 Certificate and a Bachelor's Degree in Humanities / Social Science / Legal Qualification (NQF Level 7) or related equivalent qualification and a Nyukela certificate (Pre-entry Certificate to the SMS) submitted prior to appointment. Minimum of 5 years' relevant experience at a middle / senior managerial level in the management of various legal entities environment. A valid driver's licence. Job related knowledge: Policy development, Communal Property Association (CPA) Act, Stakeholder management, Conflict resolution and Land Reform legislation. Job related skills: Panning and organising, Policy analysis and interpretation, Report writing, Computer literacy (Microsoft Word, Excel, PowerPoint, Project), Interpersonal relations, Negotiations, Project management, Presentation and Communication (verbal and written. Willingness to travel.

DUTIES : Register Communal Property Institutions (CPI) (Entities). Review/manage the screening of the submissions for compliance. Approve compliant applications. Issue the registration certificate. Ensure the update of the Communal Property Association (CPA) register. Develop CPI policy, procedures, systems and guidelines. Engage with different stakeholders (CPAs, other Government Departments, Municipalities, Community-based organisations, etc.) to identify policy, legislation and implementation gaps. Collate, analyse and consolidate information into a policy, legislation and implementation proposals. Prepare a draft submission to the policy unit. Design internal systems, procedures and guidelines. Ensure the dissemination of new policy, procedures and legislation to stakeholders (internal and external). Provide implementation support to the Provincial Offices. Ensure that the CPA members and implementers are trained both at District and Provincial levels. Ensure that all the Director-General, Ministerial and Presidential Hotline enquiries are attended to. Develop/review the CPA Strategy. Ensure the vetting of Land Rights Management Facility (LRMF) submissions. Ensure the production of CPA annual report. Ensure collection and collation of information from provinces on the functionality of CPA's. Submit CPA reports to the Director-General, Registrar, Deputy Minister and Minister. Establish and maintain CPA register. Ensure the registration of all CPAs in both electronic Land Administration Web (LAW) and hard copy register. Ensure update of the CPA files.

ENQUIRIES : Mr B Zulu Tel No: (012) 312 8153

APPLICATIONS : Applications can be submitted by hand delivery during office hours to: 600 Lilian Ngoyi Street (formerly known as Van Der Walt Street) Berea Park, Pretoria, 0001 or by email to Post276@dlrrd.gov.za

NOTE : EE Targets: Coloured and White Males, and African, Coloured, Indian and White Females, and Persons with Disabilities.

OTHER POSTS

POST 36/49	:	**DEPUTY REGISTRAR OF DEEDS (X6 POSTS)** Directorate: Examination, Execution and Deeds Training
SALARY	:	R1 317 384 per annum (Level 13), (all-inclusive remuneration package). The package includes a basic salary (70% of package), and a flexible portion that may be structured in accordance with the rules for the Senior Management Services (SMS)
CENTRE	:	Eastern Cape Deeds Registry: Mthatha Ref No: 3/1/1/1/2026/259 North-West Deeds Registry: Mahikeng Ref No: 3/1/1/1/2026/260 Western Cape Deeds Registry: Cape Town Ref No: 3/1/1/1/2026/261 South Gauteng Deeds Registry: Johannesburg Ref No: 3/1/1/1/2026/262 Limpopo Deeds Registry: Polokwane Ref No: 3/1/1/1/2026/263 North-West Deeds Registry: Vryburg Ref No: 3/1/1/1/2026/264
REQUIREMENTS	:	Minimum requirements: Applicants must be in a possession of Grade 12 Certificate and a B Proc (NQF Level 7) / LLB (NQF Level 7) / B Uris (NQF Level 7) / Advance Diploma: Estate and Trust Administration or related equivalent qualification (NQF Level 7) with Diploma in Deeds Registration Law and a Nyukela certificate (Pre-entry Certificate to the SMS) submitted prior to appointment. Minimum relevant experience of 5 years at the Middle / Senior Managerial level / Assistant Registrar of Deeds / Deeds Law Lecturer / Deputy Registrar of Deeds in property conveyance. A valid driver's licence. Knowledge of Registration of deeds, Interpretation of Statute, Examination of Deeds, Research and information analysis, Human Resources Prescripts, Project Management Principles and Tools, Court procedures, Supply Chain Management Prescript and Financial Management. Computer skills. Communication skills. Organising skills. Problem-solving skills. Interpersonal skills. Report writing skills. Presentation skills. Policy analyses and development. Good judgement and assertive skills. Time management. Management of resources. Negotiation. Influencing skills. Appropriate courses in Management Practices.
DUTIES	:	Manage the process of examination and the registration of deeds and documents. Manage examination and register deeds in compliance with Deeds Registries Act of 1937 and Titles Act of 1986 as well as common, statutory and case law and recognized practices and procedures and Chief Registrar of Deeds directives. Analyse standards of examination and draft report to Registrar. Grant hearings to Conveyancers with regard to examination matters and make rulings. Provide rural development support pertaining to the registration matters. Advise the Courts on request regarding the feasibility of the applications. Comment on Draft Bills and Chief Registrars Circulars regarding land registration and related matters. Oversee the execution process. Approve requests for late and expedited executions and for final black-booking. Oversee conveyancing problems encountered on deeds and give guidance. Oversee execution register of Conveyancers. Oversee the sorting and distribution of deeds. Oversee the workload, workflow, processes and standards and implement corrective measures to prevent and address backlogs/challenges. Manage the turnaround times for deeds to be made available from lodgement to execution. Oversee statistics, exception reports and implement corrective measures. Approve request for withdrawal of deeds. Oversee the update of procedure manual. Manage deeds training and development and library services. Manage the Practice Committee / Examiner Forum and issue circulars. Manage implementation of deeds training and examination development plan. Oversee library services.
ENQUIRIES	:	Ms TP Masilela Tel No: (012) 338 7395 or Ms MSM Magoele Tel No: (012) 338 7184
APPLICATIONS	:	Applications can be submitted by hand delivered during office hours to: Department of Land Reform and Rural Development. Office of the Chief Registrar of Deeds at 600 Lillian Ngoyi Street, Berea Park, Pretoria, 0002 or apply using Deeds Online Job Application Portal; https://deedsportal.deeds.gov.za/ (Please separate Application Form for each post) before the closing date as no late applications will be considered
NOTE	:	EE Targets: Coloured and White Males, and African, Coloured, Indian and White Females, as well as Persons with Disabilities.

POST 36/50	:	**DEPUTY REGISTRAR OF DEEDS REF NO: 3/1/1/1/2026/265** Directorate: Registration And Information Services
SALARY	:	R1 317 384 per annum (Level 13), (all-inclusive remuneration package). The package includes a basic salary (70% of package), and a flexible portion that may be structured in accordance with the rules for the Senior Management Services (SMS)
CENTRE	:	Western Cape Deeds Registry: Cape Town
REQUIREMENTS	:	Minimum requirements: Applicants must be in a possession of Grade 12 Certificate and a B Proc (NQF Level 7) / LLB (NQF Level 7) / B Uris (NQF Level 7) / Advance Diploma: Estate and Trust Administration (NQF Level 7) or related equivalent qualification (NQF Level 7) with Diploma in Deeds Registration Law and a Nyukela certificate (Pre-entry Certificate to the SMS) submitted prior to appointment. Minimum of 5 years' experience at Middle / Senior Managerial level / Assistant Registrar of Deeds / Deeds Law Lecturer / Deputy Registrar of Deeds in property conveyance. A valid driver's licence. Knowledge of: Registration of deeds, Interpretation of Statutes, Examination of Deeds, Research and information analysis, Human Resources Prescripts, Project Management Principles and tools, Court procedures, Supply Chain Management Prescript and Financial Management. Computer skills. Communication skills. Organising skills. Problem-solving skills. Interpersonal skills. Report writing skills. Presentation skills. Policy analyses and development. Good judgement and assertive skills. Time management. Management of resources. Negotiation. Influencing skills. Appropriate courses in Management Practices.
DUTIES	:	Oversee the registration section. Oversee the workload, workflow processes and standards and implement corrective measures. Provide guidance on noting and withdrawal of interdicts. Oversee correspondence and give guidance to clients. Oversee the information section and DOTS services. Manage the turnaround times for the provision of information to clients. Manage the deeds tracking system. Manage the turnaround times on DOTS enquiries, manage presidential / departmental inquiries and compile a report. Approve complaints register action plan. Monitor the completion of client satisfaction surveys report. Approve the Service Delivery Improvement plan. Oversee the archiving of deeds / documents. Archive deeds and documents. Deliver registered deeds and documents. Maintain the updating of the deeds registration database. Update the land register. Manage the turnaround times and standards for capturing of deeds information on Deeds Registration System (DRS). Manage support services in deeds registration systems. Provide support for deeds registration systems. Liaise with the office of the Chief Registrar on system issues. Oversee systems related helpdesk support. Provide deeds rural development and land reform support services. Provide support to rural development and land reform components. Participate in the provincial planning committees. Advise on registration related matters. Advise on the application of provincial legislation regarding registration matters.
ENQUIRIES	:	Ms TP Masilela Tel No: (012) 338 7395 or Ms MSM Magoele Tel No: (012) 338 7184
APPLICATIONS	:	Applications can be submitted by hand delivered during office hours to: Department of Land Reform and Rural Development. Office of the Chief Registrar of Deeds at 600 Lillian Ngoyi Street, Berea Park, Pretoria, 0002 or apply using Deeds Online Job Application Portal; https://deedsportal.deeds.gov.za/ (Please separate Application Form for each post) before the closing date as no late applications will be considered
NOTE	:	EE TARGETS: Coloured and White Males, and African, Coloured, Indian and White Females, as well as Persons with Disabilities.
POST 36/51	:	**DEPUTY DIRECTOR: FINANCIAL MANAGEMENT REF NO: 3/1/1/1/2026/277** Directorate: Administration Support
SALARY	:	R932 292 per annum (Level 11), (all-inclusive package to be structured in accordance with the rules for MMS)
CENTRE	:	Gauteng (Pretoria)
REQUIREMENTS	:	Minimum requirements: Applicants must be in a possession of Grade 12 Certificate and a Degree or National Diploma (NQF Level 6) in Financial Accounting / Management Accounting / Financial Management or related equivalent qualification. Minimum of three (3) years' experience at a junior /

middle management level in financial management. A valid driver's licence. Job related knowledge: Public Finance Management Act (PFMA). Treasury Regulations, and related financial legislation. Government budgeting processes and Medium-Term Expenditure Framework (MTEF). Financial management principles, practices, and procedures. Management accounting and financial reporting standards. Supply Chain Management (SCM) policies, procedures, and regulations. Asset and inventory management principles. Risk management and internal control frameworks. Audit processes and governance requirements. Project financial management and expenditure control. Revenue and cash flow management. Strategic planning and performance management. Public Service legislative and regulatory framework. Corporate governance principles and best practices. Financial systems and management information systems. Labour relations and human resource management principles. Job related skills: Strategic planning. Leadership ability. Financial management. Analytical thinking. Innovation and creativity. Planning and Organising. Problem-solving. Interpersonal relations. Human resources management. Negotiation and decision-making. Report writing. Computer literacy (Microsoft Word, Excel, PowerPoint, Project). Communication (verbal and written). Project management. Facilitation and presentation. Training and development. Technical and administrative ability (Basic Accounting System (BAS) and Logistical Information System (LOGIS). Willingness to travel.

DUTIES : Provide effective financial management support. Coordinate the preparation and implementation of the annual budget and operational plans. Monitor budget performance and expenditure trends against approved allocations. Ensure effective allocation and utilisation of financial resources. Provide financial advice and support to management to facilitate informed decision-making. Monitor compliance with financial policies, procedures, and applicable legislation. Provide effective financial planning, monitoring and reporting. Monitor budget implementation progress and identify all variances against approved budget. Analyse financial performance and recommend corrective actions where necessary. Prepare and manage monthly, quarterly, and annual financial management reports. Ensure the accuracy, completeness, and timeliness of financial reports. Analyse financial performance and provide recommendations for improvement. Coordinate the preparation of annual financial statements and audit processes. Monitor the implementation of audit recommendations and action plans. Coordinate year-end financial statement preparation and audit processes. Provide effective financial management and administration. Implement and maintain appropriate financial management systems and controls. Provide support for the preparation of information on the status of financial resources as required. Monitor project expenditure against approved budgets and funding allocations. Support project managers in financial planning, forecasting, and expenditure monitoring. Ensure compliance with project funding requirements and reporting obligations. Render supply chain and other physical resources management services. Provide financial oversight and support for procurement processes. Manage the procurement of goods and services for the Directorate and Branch in accordance with applicable legislation and policies. Ensure effective use of physical resources and equipment. Monitor compliance with supply chain management policies and procedures. Monitor asset management practices and ensure proper recording, safeguarding, and accounting of assets. Ensure effective utilisation and control of physical resources and equipment. Support inventory management and asset verification processes. Render payments and expenditure management services. Oversee the processing, verification, and authorisation of payments in accordance with delegated authority and financial policies. Ensure suppliers are paid within prescribed timeframes. Review payment reconciliations and resolve outstanding payment-related issues. Monitor expenditure trends and implement measures to prevent unauthorised, irregular, fruitless, and wasteful expenditure. Ensure all payments are supported by complete and accurate documentation. Monitor and report on expenditure commitments and accruals. Ensure compliance with payment processes and financial control measures.

ENQUIRIES : Ms M Kekana Tel No: (012) 312 8344

APPLICATIONS : Applications can be submitted by hand delivery during office hours to: 600 Lilian Ngoyi Street (formerly known as Van Der Walt Street) Berea Park, Pretoria, 0001 Or by email to Post277@Dlrrd.Gov.Za

NOTE	:	EE Targets: African, Coloured, Indian and White Males, and Coloured, Indian and White Females, and Persons with Disabilities.
POST 36/52	:	**CHIEF NETWORK CONTROLLER REF NO: 3/1/1/1/2026/267** Directorate: Corporate Services
SALARY	:	R413 001 per annum (Level 08)
CENTRE	:	Limpopo (Polokwane)
REQUIREMENTS	:	Minimum requirements: Applicants must be in possession of a Grade 12 Certificate and National Diploma in Computer Sciences / Information Technology or related equivalent qualifications (NQF Level 6). Minimum of 2 years relevant experience in Information Technology (IT) Support. Experience with hardware and software. Experience in network support. Experience in IT technical support. Appropriate network management experience. A valid driver's licence. Job related knowledge: Technical aspects of Information and Communications Technology (ICT) goods and services. Information Technology Acts and Policies. Government ICT systems. Understanding management of information and the formal reporting system. Internal systems change control. Project management principles and tools. Job related skills: Planning and Organising. Communication (verbal and written). Advanced computer literacy. Project management. Interpersonal relations. The ability to work efficiently and effectively at all times.
DUTIES	:	Provide IT user support to clients (office). Resolve IT support calls, queries or issues as they arise. Log IT support calls on Information Technology Service Management (ITSM). Render IT security. Ensure a secure environment by installation and uploading antivirus software. Ensure that users log on to the workstation using passwords. Install and update Anti-virus software to all workstations. Identify IT requirements. Advise clients on IT equipment procurement. Inspect all the switches and network points. Ensure that all ICT related work is done according to agreed standard and quality. Verify the warranty of ICT equipment before allocation. Maintain IT applications. Ensure that all applications are up and running daily. Uninstall unwanted applications on the workstation. Provide server management services. Monitor access to server rooms. Maintain inventory of all server room related equipment. Monitor Local Area Network (LAN) performance and report any anomalies. Maintain networks and hardware. Install and troubleshoot hardware and software. Assist with planning, design, implementation, and maintenance of LAN infrastructure.
ENQUIRIES	:	Mr KE Senosha Tel No: (015) 495 1904
APPLICATIONS	:	Applications can be submitted by hand delivery during office hours to: 61 Biccard street, Polokwane, 0700 or by email to Post267@dlrrd.gov.za
NOTE	:	EE Targets: African, Coloured, Indian and White Males, and Coloured, Indian and White Females, and Persons with disabilities.
POST 36/53	:	**PRINCIPAL CADASTRAL OFFICER REF NO: 3/1/1/1/2026/271 (X2 POSTS)** Directorate: Information Services
SALARY	:	R413 001 per annum (Level 08)
CENTRE	:	Western Cape (Cape Town)
REQUIREMENTS	:	Minimum requirements: Applicants must be in possession of a Grade 12 Certificate and a National Certificate in Geomatics or Survey Officer Certificate (NQF Level 5). Minimum of 6 years geomatics post qualification experience in a geomatics or cadastral survey environment. Job related knowledge: Knowledge of Geographical Information Systems Software and fundamentals. Knowledge of Surveyor-General's Office Standard Operating Procedures and processes. Knowledge of Cadastral Surveys. Job related skills: Problem solving and analysis. Decision making. Team leadership. Creativity. Customer focus and responsiveness. Communication (verbal and written). Computer literacy. Planning and organising. Conflict management. Negotiation.
DUTIES	:	Capture, maintain and update alpha numeric data of simple as well as more complex cadastral documents. Capture alpha and numeric information from newly submitted cadastral documents (simple and complex) and undertake mathematical consistency checks of and data verification of for proposed new land parcels. Update cadastral survey databases through the addition or amendment of every approved document (simple and complex) to maintain an electronic alpha-numeric repository. Capture and verify simple and complex historical cadastral documents. Attend to complicated maintenance of cadastral documents in accordance with legislated processes. Perform

withdrawal or cancelation of cadastral documents upon lawful instruction. Deduct, cancel and endorse cadastral documents with registered land parcels, leases or servitudes. Attend to complex amendments of approved and registered cadastral documents. Insert all newly approved cadastral documents into the archive. Extract and issue out cadastral records. Refile returned cadastral records. Repair and keep cadastral records in good usable condition. Conduct technical examination of simple as well as more complex cadastral documents. Check designations of newly submitted lodgements. Perform technical examination of simple and complex diagrams and general plans. Perform technical examination of survey records. Perform technical examination of simple and complex sectional title plans. Update the noting sheets through the addition of every approved cadastral land parcel. Research and supply cadastral information to internal and external clients. Retrieve and supply cadastral information to clients. Supply aerial photographs, rectified imagery and maps from National Geospatial Information (NGI) according to signed service level agreements. Carry out basic research into cadastral survey information pertaining to land parcel boundaries for clients and Land Reform. Capture, maintain and update spatial data with simple as well as more complex cadastral documents. Capture newly submitted documents to determine if there are any spatial overlaps prior approval. Add data, update and maintain an accurate dataset of cadastral spatial information, including the addition and updating of historical data. Research possible sources of error if overlaps are detected and address errors appropriately. Utilise cadastral survey calculation principles and other legitimate sources of data to improve the quality of land parcel boundary information. Scan all cadastral documents on approval, amendment, endorsement or withdrawal and execute quality checking. Scan newly approved cadastral documents. Re-scan all updated (amended, endorsed or withdrawn) cadastral documents. Link the deposited scanned images to the alpha numeric data. Carry out operations and do quality checking to ensure that the scanned image databases are clean and accurate.

ENQUIRIES : Ms S Photo Tel No: (021) 464 7871 or Ms N Malinga Tel No: (021) 464 7809
APPLICATIONS : Applications can be submitted by hand delivery during office hours to: 4th floor, No 2 Riebeeck Street, ABSA Building, Cape Town or by email to Post271@dlrrd.gov.za
NOTE : EE Targets: African, Coloured, Indian and White Males, and Coloured and Indian Females, and Persons with Disabilities.

POST 36/54 : **PRINCIPAL CADASTRAL OFFICER REF NO: 3/1/1/1/2026/272**
Directorate: Examination Services

SALARY : R413 001 per annum (Level 08)
CENTRE : Western Cape (Cape Town)
REQUIREMENTS : Minimum requirements: Applicants must be in possession of a Grade 12 Certificate and a National Certificate in Geomatics or Survey Officer Certificate (NQF Level 5). Minimum of 6 years geomatics post qualification experience in a geomatics or cadastral survey environment. Job related knowledge: Knowledge of Geographical Information Systems Software and fundamentals. Knowledge of Surveyor-General's Office Standard Operating Procedures and processes. Knowledge of Cadastral Surveys. Job related skills: Problem solving and analysis. Decision making. Team leadership. Creativity. Customer focus and responsiveness. Communication (verbal and written). Computer literacy. Planning and organising. Conflict management. Negotiation.
DUTIES : Capture, maintain and update alpha numeric data of simple as well as more complex cadastral documents. Capture alpha and numeric information from newly submitted cadastral documents (simple and complex) and undertake mathematical consistency checks of and data verification of for proposed new land parcels. Update cadastral survey databases through the addition or amendment of every approved document (simple and complex) to maintain an electronic alpha-numeric repository. Capture and verify simple and complex historical cadastral documents. Attend to complicated maintenance of cadastral documents in accordance with legislated processes. Perform withdrawal or cancellation of cadastral documents upon lawful instruction. Deduct, cancel and endorse cadastral documents with registered land parcels, leases or servitudes. Attend to complex amendments of approved and registered cadastral documents. Insert all newly approved cadastral documents into the archive. Extract and issue out cadastral records. Refile returned cadastral records. Repair and keep cadastral records in good usable

condition. Conduct technical examination of simple as well as more complex cadastral documents. Check designations of newly submitted lodgements. Perform technical examination of simple and complex diagrams and general plans. Perform technical examination of survey records. Perform technical examination of simple and complex sectional title plans. Update the noting sheets through the addition of every approved cadastral land parcel. Research and supply cadastral information to internal and external clients. Retrieve and supply cadastral information to clients. Supply aerial photographs, rectified imagery and maps from National Geospatial Information (NGI) according to signed service level agreements. Carry out basic research into cadastral survey information pertaining to land parcel boundaries for clients and Land Reform. Capture, maintain and update spatial data with simple as well as more complex cadastral documents. Capture newly submitted documents to determine if there are any spatial overlaps prior approval. Add data, update and maintain an accurate dataset of cadastral spatial information, including the addition and updating of historical data. Research possible sources of error if overlaps are detected and address errors appropriately. Utilise cadastral survey calculation principles and other legitimate sources of data to improve the quality of land parcel boundary information. Scan all cadastral documents on approval, amendment, endorsement or withdrawal and execute quality checking. Scan newly approved cadastral documents. Re-scan all updated (amended, endorsed or withdrawn) cadastral documents. Link the deposited scanned images to the alpha numeric data. Carry out operations and do quality checking to ensure that the scanned image databases are clean and accurate.

ENQUIRIES : Ms S Photo Tel No: (021) 464 7871 or Ms N Malinga Tel No: (021) 464 7809

APPLICATIONS : Applications can be submitted by hand delivery during office hours to: 4th floor, No 2 Riebeeck Street, ABSA Building, Cape Town or by email to Post272@dlrrd.gov.za

NOTE : EE Targets: Indian and White Males, and African, Coloured and Indian Females, and Persons with Disabilities.

POST 36/55 : **PRINCIPAL GEOMATICS OFFICER REF NO: 3/1/1/1/2026/273**
Directorate: Imagery And Topographic Data

SALARY : R413 001 per annum (Level 08)

CENTRE : Western Cape (Mowbray)

REQUIREMENTS : Minimum requirements: Applicants must be in a possession of a Grade 12 Certificate and a National Certificate in Geomatics or Survey Officer Certificate (NQF Level 5). Minimum of 6 years geomatics post qualification experience in geomatics, geospatial information science. Job related knowledge: Knowledge of surveying, photogrammetry, cartography, geo-spatial information science. Good Geographical Information Science (GIS) knowledge regarding data capture, structuring and manipulation. Knowledge of aerial photo interpretation for topographic mapping. Knowledge including feature identification and data representation. Knowledge of Geographical Information Systems software. Performance management and monitoring. Theory, principles and practices of standards. Job related skills: Problem solving and analysis. Decision making. Team leadership and creativity. Customer focus and responsiveness. Communication (verbal and written). Computer literacy. Planning and organising. Conflict management and negotiation.

DUTIES : Capture different geospatial data into the Integrated Topographic System. Interpret imagery and map the topographical features. Ensure topological rules are applied in accordance with the topographic standard. Document the processes for application of topographical rules. Ensure all topographical features metadata is captured. Map the land cover classes in accordance with the defined standard. Perform geospatial data analysis according to the requirements. Quality check the accuracy of mapped land cover classes in accordance with requirements. Ensure compliance to the standards in maintaining geospatial in the database. Monitor availability of archives tapes. Contribute / participate in the development of procedure and standard documents. Provide reports on the monitoring of the Tape Library equipment's and software. Ensure random checks on readability of archive tapes. Extract and provide geospatial data from the database. Process the aerial imagery spatial flight plan data (photo, flight lines and boundary) in the database and provide a report. Provide report on all completed and published vector data to Integrated Topographic Information System (ITIS) for aerial Imagery. Store all aerial imagery ground position system data files in the database according to

the defined structure. Acquire, process and produce geospatial information for all mapping purposes. Source, edit and manipulate geospatial data for creating maps. Prepare, validate and import geospatial data for map spatial environment. Validate the processed geographic names and ancillary data. Ensure application of defined cartographic generalisation principles to enhance geospatial data during map production. Ensure compliance to standards and specifications at all times. Undertake photogrammetric absolute orientation of aerial imagery in accordance with standards and specifications. Perform quality check and verify accuracy of processed data as required. Archive the final maps and geospatial data in accordance with the standard. Disseminate, promote and quality assure geo-spatial information and services to clients. Provide and ensure the correctness of geo-spatial information to clients in accordance with service delivery standards. Create awareness to internal and external clients. Report on quality related issues and participate in processes to ensure quality. Assist with the revision of datasets of products and services for established vendors with district municipalities. Assist with stock management and stock reconciliations. Maintain copyright of geospatial information. Ensure correctness of invoices and quotations. Perform administrative and related functions. Provide advice to clients on use of products and services, including the Geoportal. Acquire, validate and process ancillary data for topographic mapping purposes. Verify and ensure all geo-spatial data and materials for field annotation are accurate for each map. Use the different ancillary geospatial data and verify all the changes detected on previous edition map are recorded. Prepare a report with all the queries classified from digital field annotation for each map. Source ancillary data and authenticate the geographic names and their geographic position in a map. Ensure all captured and processed ancillary data meets the requirements and available in the database (Integrated Topographic Data).

ENQUIRIES : Mr G Chandler Tel No: (021) 658 4315
APPLICATIONS : Applications can be submitted by hand delivery during office hours to: 4th floor, No 2 Riebeeck Street, ABSA Building, Cape Town or by email to Post273@dlrrd.gov.za
NOTE : EE Targets: Indian and White Males, and African and Indian Females, and Persons with Disabilities.

POST 36/56 : **PERSONAL ASSISTANT REF NO: 3/1/1/1/2026/266**
Branch: Land Redistribution and Tenure Reform

SALARY : R338 106 per annum (Level 07)
CENTRE : Gauteng (Pretoria)
REQUIREMENTS : Minimum requirements: Applicants must be in a possession of Grade 12 Certificate and National Diploma in Secretarial / Office Administration / Management or relevant equivalent qualification. Minimum of 3 years' experience in rendering a support service to senior management. Job related knowledge: Relevant legislation / policies / prescripts and procedures, Telephone etiquette, Basic knowledge on financial administration. Job related skills: Sound organisational ability. Computer literacy (Microsoft Office). Good interpersonal relations. High level of reliability. Communication (verbal and written). Language and ability to communicate well with people at different levels and from different backgrounds. Ability to do research and analyse documents and situations. Ability to act with tact and discretion. Self-management and motivation. Willingness to work extended hours. Classified Secrets Security Clearance.
DUTIES : Provide a secretarial / receptionist support service to the manager. Receives telephone calls in an environment where, in addition to the calls for the senior manager, discretion is required to decide to whom the call should be forwarded. In the process the job incumbent should finalise some enquiries. Performs advanced typing work. Operates and ensures that office equipment, e.g. printers and photocopies are in good working order. Record the engagements of the senior manager. Utilises discretion to decide whether to accept / decline or refer to other employees' requests for meetings, based on the assessed importance and urgency of the matter. Coordinates with and sensitises / advises the manager regarding engagements. Compiles realistic schedules for appointments. Render administrative support service. Ensures the effective flow of information and documents to and from the office of the manager. Ensures the safe keeping of all documentation in the office of the manager in line with relevant legislation and policies. Obtains inputs, collates and compiles

reports, e.g.: Progress reports, Monthly reports and management reports. Scrutinises routine submissions / reports and make notes and / or recommendations for the manager. Respond to enquiries received from internal and external stakeholders. Drafts documents as required. Does filling of documents for the manager and the unit where required. Collects, analyses and collates information requested by the manager. Clarifies instructions and notes on behalf of the manager. Ensures that travel arrangements are well coordinated. Prioritises issues in the office of the manager. Manages the leave register and telephone accounts for the unit. Handles procurement of standard items like stationary, refreshments etc. for the activities of the manager and the unit. Obtains the necessary signatures on documents like procurement advice and monthly salary reports. Provides support to manager regarding meetings. Scrutinises documents to determine actions / information / other documents required for meetings. Collects and compiles all necessary documents for the manager to inform him / her on the contents. Records minutes / decisions and communicates to relevant role-players, follow-up on progress made. Prepares briefing notes for the manager as required. Coordinates logistical arrangements for meetings when required. Supports the manager with the administration for the manager's budget. Collects and coordinates all the documents that relate to the manager's budget. Assists manager in determining funding requirements for purposes of Medium-Term Expenditure Framework (MTEF) submissions. Keeps records for expenditure commitments, monitors expenditure and alerts manager of possible over and under spending. Checks and correlates Basic Accounting System (BAS) reports to ensure that expenditure is allocated correctly. Identifies the need to move funds between items, consults with the manager and compiles draft memos for this purpose. Compares the MTEF allocation with the requested budget and informs the manager of changes. Studies the relevant public service and departmental prescripts / policies and other documents and ensure that the application thereof is understood properly. Remains up to date with regard to the prescripts / policies and procedures applicable to his / her work terrain to ensure efficient and effective support to the manager. Remains abreast with the procedures and processes that apply in the office of the manager.

ENQUIRIES : Ms N Mabuza Tel No: (012) 312 8135
APPLICATIONS : Applications can be submitted by hand delivery during office hours to: 600 Lilian Ngoyi Street (formerly known as Van Der Walt Street) Berea Park, Pretoria, 0001 or by email to Post266@dlrrd.gov.za
NOTE : EE Targets: African, Coloured, Indian and White Males, and African, Coloured, Indian and White Females, and Persons with Disabilities.

POST 36/57 : **SENIOR CADASTRAL OFFICER REF NO: 3/1/1/1/2026/270**
Directorate: Information Services

SALARY : R338 106 per annum (Level 07)
CENTRE : Western Cape (Cape Town)
REQUIREMENTS : Minimum requirements: Applicants must be in possession of a Grade 12 Certificate and National Certificate in Geomatics or Survey Officer Certificate (NQF Level 5). Minimum of 3 years geomatics post qualification experience in a Geomatics / Cadastral survey environment. A valid driver's licence. Job related knowledge: Knowledge of Geographical Information Systems Software and fundamentals. Knowledge of Surveyor-General's Office Standard Operating Procedures and processes. Knowledge of Cadastral Surveys. Job related skills: Analysing and report writing. Interpersonal relations. Communication (verbal and written). Computer literacy. Presentation and /attributes: Confidentiality, fairness, respect and honesty.
DUTIES : Capture, maintain and update alpha numeric data of simple as well as more complex cadastral documents. Capture alpha and numeric information from newly submitted cadastral documents (simple and complex) and undertake mathematical consistency checks of and data verification of for proposed new land parcels. Update cadastral survey databases through the addition or amendment of every approved document (simple and complex) to maintain and electronic alpha-numeric repository. Capture and verify simple and complex historical cadastral documents. Attend to complicated maintenance of cadastral documents in accordance with legislated processes. Perform withdrawal or cancelation of cadastral documents upon lawful instruction. Deduct, cancel and endorse cadastral documents with registered land parcels,

leases or servitudes. Attend to complex amendments of approved and registered cadastral documents. Insert all newly approved cadastral documents into the archive. Extract and issue out cadastral records. Refile returned cadastral records. Repair and keep cadastral records in good usable condition. Conduct technical examination of simple as well as more complex cadastral documents. Check designations of newly submitted lodgements. Perform technical examination of simple and complex diagrams and general plans. Perform technical examination of survey records. Perform technical examination of simple and complex sectional title plans. Update the noting sheets through the addition of every approved cadastral land parcel. Research and supply cadastral information to internal and external clients. Retrieve and supply cadastral information to clients. Supply aerial photographs, rectified imagery and maps from National Geospatial Information (NGI) according to signed service level agreements. Carry out basic research into cadastral survey information pertaining to land parcel boundaries for clients and Land Reform. Capture, maintain and update spatial data with simple as well as more complex cadastral documents. Capture newly submitted documents to determine if there are any spatial overlaps prior approval. Add data, update and maintain an accurate dataset of cadastral spatial information, including the addition and updating of historical data. Research possible sources of error if overlaps are detected and address errors appropriately. Utilise cadastral survey calculation principle and other legitimate sources of data to improve the quality of land parcel boundary information. Scan all cadastral documents on approval, amendment, endorsement or withdrawal and execute quality checking. Scan newly approved cadastral documents. Re-scan all updated (amend, endorsed or withdrawn) cadastral documents. Link the deposited scanned images to the alpha numeric data. Carry out operations and do quality checking to ensure that the scanned image databases are clean and accurate.

ENQUIRIES : Ms S Photo Tel No: (021) 464 7871 or Ms N Malinga Tel No: (021) 464 7809
APPLICATIONS : Applications can be submitted by hand delivery during office hours to: 4th floor, No 2 Riebeeck Street, ABSA Building, Cape Town or by email to Post270@dlrrd.gov.za
NOTE : EE Targets: African, Coloured, Indian and White Males, and Coloured and Indian Females, and Persons with Disabilities.

POST 36/58 : **REGISTRY CLERK REF NO: 3/1/1/1/2026/268**
Directorate: Corporate Services

SALARY : R237 453 per annum (Level 05)
CENTRE : Western Cape (Cape Town)
REQUIREMENTS : Minimum requirements: Applicants must be in possession of a Grade 12 Certificate. Job related knowledge: Knowledge of registry duties, practices as well as the ability to capture data, and operate a 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 related skills. Planning and organisation. Computer literacy. communication (verbal and written). Interpersonal relations. Ability to work within a team.
DUTIES : Manage operations to achieve planned outcomes. Provide registry counter services. Attend to clients. Handle telephonic and other enquiries received. Receive and register hand delivered mail/files. Handle incoming and outgoing correspondence. Receive all mail. Sort, register and dispatch mail. Distribute notices on registry issues. Render an effective filing and record management service. Open and close files according to record classification system. Filing/storage, tracing (electronically/manually) and retrieval of documents and files. Operate office machines in relation to the registry function. Process documents for archiving an/disposal. Electronic scanning of files. Sort and package files for archives and distribution. Compile list of documents to be archived and submit to the supervisor. Keep records for archived documents.
ENQUIRIES : Mr T Mtintsilana at 071 302 1220
APPLICATIONS : Applications can be submitted by hand delivery during office hours to: 4th floor, No 2 Riebeeck Street, ABSA Building, Cape Town or by email to Post268@dlrrd.gov.za
NOTE : EE Targets: African, Coloured, Indian and White Males, and Coloured, Indian and White Females, and Persons with Disabilities.

POST 36/59	:	**DRIVER / MESSENGER REF NO: 3/1/1/1/2026/269** Directorate: Corporate Services
SALARY	:	R201 093 per annum (Level 04)
CENTRE	:	Western Cape (Cape Town)
REQUIREMENTS	:	Minimum requirements: Applicants must be in possession of a Grade 10 Certificate / Adult Basic Education and Training (ABET) qualification or related equivalent qualification and a valid driver's licence. Job related knowledge: Knowledge of the city in which the function will be performed. Job related skills: Organising, Good communication (written and verbal), Interpersonal relations and Basic literacy. A reliable and creative individual who is prepared to work under pressure and as part of a team.
DUTIES	:	Drive light and medium vehicles to transport passengers and deliver other items (mail, documents, office equipment). Collect, distribute and control movement of documents. Do routine maintenance on the allocated vehicle and report defects timely. Perform daily pre and post trip vehicle inspection to ensure that the vehicle is always in the best condition. Complete all the required and prescribed records and logbooks with regard to the vehicle and the goods handled. Maintain accurate and up to date schedule trip sheets i.e. log official trips, daily mileage. Collect and deliver documentation and related items in the Departmental / Branch or any other component within the Departmental related external parties. Ensure proper and secure control over movement of documents. Assist in registry functions. File incoming correspondence and help trace the file. Copy and fax documents.
ENQUIRIES	:	Mr T Mtintsilana at 071 302 1220
APPLICATIONS	:	Applications can be submitted by hand delivery during office hours to: 4th floor, No 2 Riebeeck Street, ABSA Building, Cape Town or by email to Post269@dlrrd.gov.za
NOTE	:	EE Targets: African, Coloured, Indian and White Males, and Coloured, Indian and White Females, and Persons with Disabilities.

ANNEXURE L

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 (Act55) 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 : **Limpopo/Thohoyandou:** Quoting the relevant reference number, direct your application to: Provincial Head, Office of the Chief Justice Service Centre, Limpopo, Private Bag X9693, Polokwane, 0700. Applications can also be hand delivered to the High Court of South Africa: Limpopo Division, Polokwane, 36 Biccard & Bodenstein Street, Polokwane, 0699.

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

KwaZulu-Natal: Pietermaritzburg: Quoting the relevant reference number, direct your application to: The Provincial Head: Office of the Chief Justice, Private Bag X54314, Durban, 4000 or hand deliver applications to Office of the Chief Justice Durban High Court, Human Resource Office, Ground Floor, Corner Somsteu Road and Stalwart Simelane Street, Durban, 4000

Eastern Cape: Makhanda/Mthatha: Quoting the relevant reference number, direct your application to: The Provincial Head, Office of the Chief Justice, Postal Address: Private Bag X13012, Cambridge 5206, East London. Applications can also be hand delivered to 59 Western Avenue, Sanlam Park Building, 2nd Floor, Vincent 5242, East London.

Free State: Bloemfontein: Quoting the relevant reference number, direct your application to: The Provincial Head, Office of the Chief Justice, Private Bag X20612, Bloemfontein, 9300 or hand deliver applications to the Free State Division of the High Court, Cnr President Brand and Fontein Street, Bloemfontein, 9301

CLOSING DATE : 23 October 2026

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. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. Selection panels shall score both technical exercises as an additional criterion in the interview process. Applicants could be required to provide consent for access to their social media accounts. Prior to appointment for SMS, a candidate would be required to complete the Nyukela Programme: Pre-entry Certificate to Senior Management Services as endorsed by DPSA which is an online course, endorsed by the National School of Government (NSG). The course is available at the NSG under the name Certificate for entry into the SMS and the full details can be sourced by the following link: https://www.thensg.gov.za/training-course/sms-pre-entry-programme. 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 complete, sign and initial the application form will lead to disqualification of the application during the selection process. Applications on the old Z83 will unfortunately not be considered. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation considered. Suitable candidates will be subjected to a personnel

suitability check (criminal record, financial checks, qualification verification, citizenship checks, social media, 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.

OTHER POSTS

POST 36/60 **DEPUTY DIRECTOR: DEPARTMENTAL INFORMATION SECURITY OFFICER REF NO: 2026/138/OCJ**

SALARY : R932 292 – R1 098 195 per annum (Level 11), all-inclusive package, consisting of 70%/ 75% basic salary and 30%/25% flexible portion that may be structured in terms of the applicable rules. The successful candidate will be required to sign a performance agreement.

CENTRE : National Office: Midrand

REQUIREMENTS : Applicants should be in possession of a National Diploma in Information Technology related or equivalent qualification in Information Security at NQF Level six (6) with 360 Credits) as recognised by SAQA. A minimum of four (4) years' experience in IT Systems Security and ICT Governance of which three (3) years' should be at Assistant Director / Junior Management level. CISSP or CISM or CASP or SABSA Certificates or Equivalent Certification and driver's license will serve as an added advantage. Knowledge and skills: Knowledge of IT Security Policy Development and administration, working knowledge and experience with ISO 27001, other related information security standards and frameworks, understanding of ICT threats, vulnerabilities in all ICT domains and Applicable remediations and technologies, Skilled in ICT Risk management, Disaster Recovery and ICT Continuity, ICT Audits and Compliance, Public Service Regulations and ICT Governance. Skilled in communication (written and verbal), computer literacy (MS Office), Project Management, planning and organising, report writing, negotiation, interpersonal skills, decision making and Interviewing skills.

DUTIES : Define, operate and monitor a system for information security management including the development and implementation of the information security programme: Assess the current information security status, identify and analyse gaps, liaise with business units regarding ICT Risks and Security matters, oversee information security projects and conduct research on technology and risks. Develop and coordinate the information security risks treatment plan: Conduct information security risk assessment, coordinate management information risk activities and liaise with business units. Monitor and review the information security management program: Conduct self-assessment, analyse and conduct vulnerability assessments, review management compliance, coordinate and report on implementation of corrective measures. Coordinate and oversee implementation of end-point security: Develop end-user management and access control procedures, manage and coordinate the implementation of technology, review and improve endpoint-security deployment; Coordinate and manage user identity, logical access and physical access to IT assets: Develop and monitor implementation of user access control procedures, liaise with relevant stakeholders, coordinate

		the implementation of policy and procedures and monitor compliance, Development and Implementation of Disaster Recovery and ICT Continuity Plans. Manage the Sub Directorate: Manage performance and development system within the sub-directorate, Maintenance of discipline, Undertake administrative functions within the unit, Establish, implement and maintain efficient and effective communication arrangements, Develop and manage the operational plan and report on progress as required, Compile and present all required administrative reports, serve on transverse task teams as required, procurement and asset management for the sub directorate, plan and allocate work.
ENQUIRIES	:	Technical Related Enquiries: Mr T Mohono Tel No: (010) 493 8754 HR Related Enquiries: Mr K Mphela Tel No: (010) 493 2527
APPLICATIONS	:	Applications can be sent via email to 2026/138/OCJ@judiciary.org.za
NOTE	:	The Organisation will give preference to candidates in line with the Employment Equity goals.
POST 36/61	:	**PRINCIPAL COURT INTERPRETER REF NO: 2026/139/OCJ**
SALARY	:	R413 001 – R486 501 per annum (Level 08). The successful candidate will be required to sign a performance agreement.
CENTRE	:	Limpopo Division of The High Court: Thohoyandou
REQUIREMENTS	:	Applicants should be in possession of a National Diploma in Legal Interpreting or equivalent qualification at NQF level six (6) with 360 credits as recognised by SAQA. A minimum of two (2) years' experience as a Court Interpreter of which one (1) year should be at supervisory level. Language proficiency: English and either Tshivenda, Xitsonga, Sepedi. Knowledge of Isi-Zulu/Setswana and a valid driver's license will serve as an added advantage. Knowledge and skills: Knowledge of Batho Pele and the OCJ Principles, Court proceedings, Cultural diversity, Knowledge of Policies, Prescripts, and Legislation and Full command of the languages. Skilled in communication (oral and written), listening, computer literacy (Ms Word, PowerPoint, Outlook and Internet, etc.), problem solving, interpersonal relations, planning and organising, people skills, intermediate typing and customer service orientation.
DUTIES	:	Render interpreting services in high profile matters, interpret in complex cases, interpret in criminal, civil, and Labour Court, interpret in small claims court, interpret in disciplinary hearing, interpret in Conciliation and Arbitration, interpret in confession, interpret pre-trial proceedings and consultations. Control, supervise and attend to personnel administrative aspects of interpreters, provide mentoring and coaching to junior/ senior interpreters, manage performance agreement contracts, draw a schedule for replacement of Court Interpreters, control leave of Court interpreters and submit Court hour registers, quarterly submit probation reports, monitor subordinates on EHWP, translate Legal documents and exhibits, study and analyse the source documents, conduct necessary research and consult, develop terminology, harvest of terminology, database development, provide terms and their respective meanings in the glossary register, supervise and develop staff, ensure general supervision of employees, allocate duties and perform quality control on the work delivered by officials, manage leave of staff, advise and lead supervisees with regards to all aspects of the work, manage performance, conduct and discipline of employees. Ensure that all employees are trained and developed to be able to deliver work of the required standard efficiently and effectively. Develop, implement and monitor work systems and processes to ensure efficient and effective functioning, address enquiries and provide advice and guidance on asset allocation and control.
ENQUIRIES	:	Technical Related Enquiries: Mr. M.P Netshilulu Tel No: (015) 495 1741 HR Related Enquiries: Ms. E.M Ramaphakela Tel No: (015) 495 1744
APPLICATIONS	:	Applications can be sent via email to 2026/139/OCJ@judiciary.org.za
NOTE	:	The Organisation will give preference to candidates in line with the Employment Equity goals.
POST 36/62	:	**PRINCIPAL COURT INTERPRETER REF NO: 2026/140/OCJ**
SALARY	:	R413 001 – R486 501 per annum (Level 08). The successful candidate will be required to sign a performance agreement.
CENTRE	:	KwaZulu-Natal Division of The High Court: Pietermaritzburg
REQUIREMENTS	:	Applicants should be in possession of a National Diploma in Legal Interpreting or equivalent qualification at NQF level six (6) with 360 credits as recognised

by SAQA. A minimum of two (2) years' practical experience in Court Interpreting of which one (1) year should be at supervisory level. A valid driver's license will serve as an added advantage. Knowledge and skills: Knowledge of Batho Pele and the OCJ Principles, Court proceedings, Cultural diversity, Knowledge of Policies, Prescripts, and Legislation and Full command of the language. Skilled in communication, computer literacy, listening, interpersonal, customer service orientation, planning and organising, problem solving and confidentiality. Along with the following attributes: Ability to work under pressure and art of interpreting.

DUTIES : Render interpreting services in high profile matters, interpret in complex cases, interpret in criminal, civil, and Labour Court. Interpret in Small claims Court, control and attend to personnel administrative aspects of Interpreters, provide and coaching to junior Interpreters, manage performance agreement contracts, draw a schedule for replacement of Court Interpreters, translate Legal documents and exhibits, study and analyse the source documents, conduct necessary research and consult, Check, edit and revise the translated documents, procure foreign language interpreters and casuals in line with PFMA and the relevant policy. Report statistics to be generated and escalated to the cluster manager for consolidation, authorise payments of foreign and casual language interpreters, develop terminology, harvest of terminology and database development, provide terms and their respective meanings in the glossary register, supervise and develop staff and allocate duties and perform quality control on the work delivered by officials.

ENQUIRIES : Technical Related Enquiries: Mr MN Zondi Tel No: (033) 345 8211
HR Related Enquiries: Ms SZ Mvuyana Tel No: (031) 493 1723

APPLICATIONS : Applications can be sent via email to 2026/140/OCJ@judiciary.org.za

NOTE : The Organisation will give preference to candidates in line with the Employment Equity goals.

POST 36/63 : **SENIOR COURT INTERPRETER REF NO: 2026/141/OCJ**

SALARY : R338 106 - R398 277 per annum (Level 07). The successful candidate will be required to sign a performance agreement.

CENTRE : Eastern Cape Division of The High Court: Mthatha

REQUIREMENTS : Applicants should be in possession of a National Diploma in Legal Interpreting or equivalent qualification at NQF level six (6) with 360 credits as recognised by SAQA. A minimum of two (2) years' practical experience in Court Interpreting or Grade twelve (12) certificate with at least ten (10) years' practical experience in Court Interpreting. Proficiency in English, isiXhosa Afrikaans, isiZulu or Sesotho. A valid driver's license will serve as added advantage. 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. Knowledge and skills: Knowledge of relevant acts and regulations, knowledge of culture, knowledge of subject area, knowledge on how to translate and be able to keep to time frame, computer literacy (MS Office), effective communication skills (written and verbal), time management, good interpersonal relations skills, listening skills, customer service skills, problem solving skills, planning and organising skills, decision-making skills. analytical thinking, excellent English language, flexible, motivational, able to work under pressure, meticulous, self-driven and people centric.

DUTIES : Render interpreting services: Interpret in Children's Act matters, criminal proceedings, Civil proceedings, Domestic Violence Act matters, Older Persons Act matters, Family, Protection from Harassment Act matters, Labour, Maintenance Act matters, Child Justice matters, Inquests, and quasi-judicial matters, interpret in small claims Courts, interpret in disciplinary hearing, interpret in Conciliation and Arbitration, interpret in confession. Interpret in pre-trial proceedings and consultations, liaise with the supervisor for foreign language interpreters, interpret from source to target language during Court proceedings, pre-trial, consultation, quasi, judicial. interpret non-verbal gestures, dramatization and confessions, engage with the judiciary to confer on the readiness and/or performance of a particular interpreter in Court, render legal and quasi-judicial and language service: Render audible and clear interpreting from source to target language without embellishment or omissions while preserving the language, convey the correct language in accordance with language usage of the speaker, control the speaker and ensure that the citations are interpreted correctly, interpret non-verbal gestures dramatization

and confessions, translate legal documents and exhibits: Study and analyse the source document, conduct the necessary research and consult with the relevant parties, ensure accurate cite translation documents, check, edit and revise the translated document, translate mechanically recorded audio material. Develop terminology and provide support in the reconstruction of records: Accumulate terminology and develop database, populate the terms and respective meaning in the glossary register, gather all trial documents, attend to mechanical recordings, compare notes of the Presiding Officer, State and Defence.

ENQUIRIES : Technical Related Enquiries: Mr. M Mhlontlo Tel No: (047) 504 5500
HR Related Enquiries: Ms. Z Sulo at (087) 086 6929

APPLICATIONS : Applications can be sent via email to 2026/141/OCJ@judiciary.org.za

NOTE : The Organisation will give preference to candidates in line with the Employment Equity goals.

POST 36/64 : **JUDGE'S SECRETARY REF NO: 2026/142/OCJ**

SALARY : R338 106 – R398 277 per annum (Level 07). The successful candidate will be required to sign a performance agreement.

CENTRE : Supreme Court of Appeal: Bloemfontein

REQUIREMENTS : Applicants should be in possession of a Grade Twelve (12) Certificate. An LLB degree or a minimum of 20 modules completed towards an LLB, BA Law or BCom Law degree or related qualification at NQF level six (6) as recognised by SAQA (results must accompany the application). A minimum of two (2) years secretarial experience. A valid driver's license. Secretarial experience in a legal/court environment will service as an added advantage. Shortlisted candidates will be required to pass a typing test. Knowledge and skills: Knowledge of the Constitution of South Africa, relevant legislation, regulations and case lines. Skilled in computer literacy (MS Office), research capabilities, proficiency in English, communication (verbal and written), administration and organisational skills, interpersonal skills, customer service and typing skills along with the following attributes: Ability to meet strict deadlines and to work under pressure, attention to detail, confidentiality and time management.

DUTIES : Provide general secretarial/administrative duties to the Judge. Typing (or formatting) of draft memoranda decisions, opinions or judgment entries written by, or assigned by the Judge. Manage and type correspondence, judgments and orders for the Judge (including dictaphone typing). Arrange and diarise appointments, meetings and official visits. Make travel and accommodation arrangements. Store, keep and safeguard all case files and update the case files with the order made by the Judge. Update files and documents and provide copies of documents to the Registrar. Perform digital recording of court proceedings on urgent cases after hours and ensure the integrity of such recordings. Accompany the Judge to Court. Manage the Judge's vehicle, logbook and the driving thereof. Compile data and prepare reports and documents for the Judge as necessary including expense reports, financial disclosure statements and case management. Arrange refreshments for the Judge and his/her visitors and attend to their needs. Manage the Judge's library and the updating of documentation. Execute legal research as directed by the judge and comply with all departmental prescripts, policies, procedures and guidelines.

ENQUIRIES : Technical related enquiries: Mr. V.Z.J Zwane Tel No: (051) 492 4623
HR related enquiries: Ms D.S.J Peters Tel No: (051) 492 4523

APPLICATIONS : Applications can be sent via email to 2026/142/OCJ@judiciary.org.za

NOTE : The Organisation will give preference to candidates in line with the Employment Equity goals.

POST 36/65 : **ADMINISTRATION OFFICER REF NO: 2026/143/OCJ**

SALARY : R338 106 – R398 277 per annum (Level 07). The successful candidate will be required to sign a performance agreement.

CENTRE : Supreme Court of Appeal: Bloemfontein

REQUIREMENTS : Applicants should be in possession of National Diploma in Business Administration/ Public Administration or Public Management qualification at NQF level six (6) as recognised by SAQA. A minimum of two (2) years' experience including internship and learnership. A valid drivers' license will serve as added advantage. Knowledge and skills: Departmental codes and policies, prescripts, PFMA, Public Service Regulation, Public Service Act and

		Batho Pele Principles. Skilled in Communication (verbal and written, computer literacy, problem solving, analytical skills, Human Resources Management, Financial Management, planning and organisation skills and supervisory skills.
DUTIES	:	Record, organise, store, capture and retrieve correspondence and data, update registers and statistics, handle routine enquiries, distribute documents/packages to various stakeholders as required, keep and maintain the filing system for the component, type basic letters and/or other correspondence when required, keep and maintain the incoming and outgoing register of the component, authorise payments, receipts and confirm deposits on the BAS system, verify transactions on the BAS system, identify loss within the office and report to the provincial office i.e. fruitless and wasteful expenditure, unauthorised expenditure and irregular expenditure, compile expenditure reports and gift registers, ensure proper penalisation on the transcription invoices, quality assure S&T claims, cell phone claims, data claims, invoices (payment batches), payment register, receipts and receipt registers, ensure that suppliers are authorised on Logis, link suppliers with the correct responsibility and item, verify suppliers' details on CSD report, verify the relevant annexures for compliance to local content and production, ensure that goods are captured in registers and databases, receive request for goods from end users, update and ensure the maintenance of the register of suppliers, ensure the implementation Conditions of Services, ensure the implementation of recruitment, selection and appointment process in the Court, monitor the submission of performance agreements, annual assessment and mid-year review, compile training needs, support the implementation of the training plan in the Court, ensure general supervision of employees, allocate duties and perform quality control on the work delivered by officials, manage leave of staff, advise and lead supervisees with regard to all aspects of the work, manage performance, conduct and discipline of employees, ensure that all employees are trained and developed to be able to deliver work of the required standard efficiently and effectively, develop, implement and monitor work systems and processes to ensure efficient and effective functioning, address enquiries and provide advice and guidance on asset allocation and control.
ENQUIRIES	:	Technical related enquiries: Mr. V.Z.J Zwane Tel No: (051) 492 4623 HR related enquiries: Ms D.S.J Peters Tel No: (051) 492 4523
APPLICATIONS	:	Applications can be sent via email to 2026/143/OCJ@judiciary.org.za
NOTE	:	The Organisation will give preference to candidates in line with the Employment Equity goals.
POST 36/66	:	**ACCOUNTING CLERK REF NO: 2026/144/OCJ**
SALARY	:	R237 453 – R279 708 per annum (Level 05). The successful candidate will be required to sign a performance agreement.
CENTRE	:	Eastern Cape Division of The High Court: Makhanda
REQUIREMENTS	:	Applicants should be in possession of a Grade 12 certificate. No experience required. Knowledge and skills: Knowledge and sound understanding of the PFMA, Treasury Regulations, BAS, PPPFA guidelines and other related prescripts. Skilled in computer literacy. (MS Word, PowerPoint, Excel and Outlook), accuracy, attention to detail, communication, administration and organisation skills. Along with the following attributes: ability to work under pressure independently, self-motivated and meet deadlines.
DUTIES	:	Prepare VA26 to book accommodation, car hire, shuttle service and flights for witnesses as well as temporary officials, receive S & T Claims, cellphone and data re-imbursement claims for Judges and officials as well as temporary officials. Filing, retrieve and safeguard finance payment batches, custodian of the petty cash and assigned a duty of paying ordinary witnesses, expert witnesses and psychologists. Process payments for service provides of Goods and services within the prescribed turnaround time.
ENQUIRIES	:	Technical Related Enquiries: Ms. L Frazer Tel No: (046) 603 5000 HR Related Enquiries: Mr. S Mponzo Tel No: (043) 726 5217
APPLICATIONS	:	Applications can be sent via email to 2026/144/OCJ@judiciary.org.za
NOTE	:	The Organisation will give preference to candidates in line with the Employment Equity goals.

ANNEXURE M

DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE

The Department of Public Works and Infrastructure is a merit based and equal opportunity employer. The intention is to embed excellence and diversity in the Public Service through the filling of these posts and with persons whose appointment will drive the vision of the department to turn South Africa into a construction site, and to use public assets for public good. Women and People with disabilities are encouraged to apply.



APPLICATIONS	**:**	**Head Office (Pretoria) Applications:** The Director-General, Department of Public Works, Private Bag X65, Pretoria, 0001 or CGO Building, Corner Bosman and Madiba Street, Pretoria. For Attention: Ms NP Mudau **Cape Town Regional Office Applications**: The Regional Manager, Department of Public Works and Infrastructure, Private Bag X9027, Cape Town, 8000 or hand deliver at Ground floor, Customs House, Lower Heerengracht Street, Foreshore, Cape Town. Register the application in the book. For Attention: Ms C Rossouw **Bloemfontein Regional Office Applications**: The Regional Manager, Department of Public Works and Infrastructure, Private Bag x Bloemfontein, 9301 or Hand Deliver to Public Works Building, 18 President Brand Street, Bloemfontein, 9300. For Attention: Mr T Mosia **Mthatha Regional Office Applications**: The Regional Manager, Department of Public Works and Infrastructure, Private Bag X 5007, Mthatha, 5100 or PRD Building, 02 Sutherland Street Mthatha. For Attention: Ms. N. Mzalisi
CLOSING DATE	:	23 October 2026 at 16H00
NOTE	:	Applications must be submitted on the prescribed Z83 application form (obtainable from any Public Service Department or on the DPSA website link: https:/www.dpsa.gov.za/newsroom/psvc/, which must be signed, initialled and dated by the applicant, and must be accompanied by a detailed curriculum vitae (CV) only. Candidates are not required to submit certified copies of qualifications and related documents on application. Only shortlisted candidates will be required to submit certified copies of qualification and other related documents on or before the date of interview, which should not be older than six months. Should an application be submitted using incorrect/old Z83 application form, such an application will be disqualified. Further take note of the following on completion of Z83 application form: PART A and PART B must be fully completed. PART C - PART G: Noting that there is a limited space provided applicants may refer to CV or indicate. This will be acceptable as long as the CV has been attached and provides the required information. Page 1 of the Z83 application form must be initialled and page 2 signed and dated by the applicant. Failure to comply with the above instructions may result in an application being disqualified. Applicants applying for more than one advertised post must submit separate Z83 application forms and CVs in respect to each post being applied for. Should an application be received where an applicant has applied for more than one posts on the same Z83 application form, the applicant will be considered for the first post indicated on the Z83 application form only. Applications will be received via post/courier services, hand deliveries or email. Late applications will not be considered. Regulation 57 (c) and 67 (9) of the Public Service Regulations 2016, as amended, requires the executive authority to ensure that he or she is fully satisfied of the claims being made and the finalisation of Personnel Suitability Checks in order to verify claims and check the candidate for purpose of being fit and proper for employment, respectively. Shortlisted candidates must be willing to undergo normal vetting and verification processes. Note: It is the responsibility of all applicants to ensure that foreign qualifications are evaluated by SAQA. Due to large volume of responses anticipated, receipt of applications will not be acknowledged, and correspondence will be limited to shortlisted candidates only. Should you not have heard from us within three months from the closing date, please regard your application as unsuccessful. Entry level requirements for SMS posts: in terms of the Directive on Human Resource Management and Development on Public Service Professionalisation Volume 1 a requirement for appointment into SMS posts is the successful completion of the Senior Management Pre-Entry programme as endorsed by the National School of Governance (NSG). 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 below link: https: www.thensg.gov.za/training –course /sms-pre-entry programme/. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. All shortlisted candidates for SMS posts will be subjected to a technical exercise and interview. Following the technical exercise and interview, a maximum of three (3) SMS candidates will undergo psychometric assessments to assess cognitive capabilities, behavioural preferences, emotional intelligence, and integrity. Note: For emailed applications, please submit a single PDF document or one attachment per application to the email address designated on the specific position. Kindly note that the emailed applications and attachments should not exceed 15MB. It remains the candidate's responsibility to ensure that their application is successfully submitted using the required single pdf document. Encrypted document will not be accepted. All though an email application option is available, applicants are encouraged to hand deliver their application. Important: Applicants must submit a separate application for each post applied for, clearly indicating the correct reference number and post title on each application. Applicants who apply for more than one post must submit a separate application for each post. Failure to comply with this requirement may result in the application not being considered.

OTHER POSTS

POST 36/67 : **DEPUTY DIRECTOR: HUMAN RESOURCES MANAGEMENT REF NO: 2026/351**

SALARY : R932 292 per annum, (all-inclusive salary package), (Total package to be structured in accordance with the rules of the Middle Management service).

CENTRE : Bloemfontein Regional Office

REQUIREMENTS : A minimum of three-year tertiary qualification (NQF Level 06) / National Diploma in Human Resource Management, Human Resource Training and Development, Public Management, Public Administration, Management Services, Labour Relations or related. A relevant functional experience in the Human Resources Management at a Junior managerial level (Assistant Director equivalent). Valid driver's licence. Knowledge: Human Resource Management Policies. Human Resources Systems and Procedures. Performance Management. Project Management. Public Service Act, Regulations and Resolutions. Recruitment and Selection Strategies. Code of Remuneration. All Labour Legislations. Code of good conduct in the Public Service. Departmental Policies and Procedures. Batho Pele principles. Human Resource Management Practices and Systems. Skills: Management. Interpersonal. Communication (Verbal and Written). Computer literacy. Negotiation. Presentation. Report writing. People Management. Problem solving. Decision making skills. Working knowledge and experience of PERSAL.

DUTIES : Manage the Human Resource support services and the implementation of all the Human Resource policies, procedures and relevant prescripts. Manage the effective implementation of recruitment and selection policy and procedures. Manage the effective implementation of Performance Management Policy. Manage the coordination of Human Resource Development interventions and the implementation of Human Resource Development Policies and Programs. Manage the administration of service benefits and leave of staff in the province. Manage the implementation of sound labour relations and matters of mutual interest. Advise line managers and employees on all HRM related matters. Manage subordinates. Plan and allocate work accordingly.

ENQUIRIES : Ms. T Zulu Tel No: (051) 408 7306

APPLICATIONS : for the position of Deputy Director: Human Resources Management must be emailed to: RecruitBLOEM26-32@dpw.gov.za

POST 36/68 : **ASSISTANT DIRECTOR: ACQUISITION MANAGEMENT (SCM) REF NO: 2026/353**

SALARY : R487 197 per annum

CENTRE : Cape Town Regional Office

REQUIREMENTS : A minimum of three-year tertiary qualification (NQF Level 06) in Supply Chain Management/ Procurement/ or in the relevant field. Relevant years of experience in Supply Chain Management environment with appropriate working experience at supervisory Level. A valid driver's license. Computer skills in Microsoft Office Applications. Extensive knowledge and working experience in Public Sector procurement process, rules and regulations: PFMA, PPPFA, BBBEE, CIDB, Treasury Regulations Relevant and Supply Chain Management prescripts. Skills: Good verbal and written communication skills; Basic numeracy; Advanced interpersonal and diplomacy skills; Problem solving skills; Decision making skills; Statistical skills; Computer literacy; Problem solving skills; Presentation skills; Planning and organising skills; Ability to work independently and under pressure. Personal Attributes: Analytical thinking; Innovative; Creative; Resourceful; Ability to work under stressful situations; Ability to communicate at all levels; People orientated; Able to establish and maintain networks; Trustworthy; Assertive; Hard-working; Self-motivated; Ability to work independently. Must be prepared to adapt work schedule in accordance with office requirements.

DUTIES : Manage the development of the Procurement Plan. Facilitate the approval of Procurement Plan. Communicate the Procurement Plan. Monitor that goods and services is rendered according to the Procurement Plan. Monitor the procurement of goods and services in line with the Procurement Plan. Advice on the performance of procurement in line with the plan. Manage the acquisition of goods and services. Provide and implement supply chain management policy, strategies and processes. Manage the acquisition of goods and service as per the transversal contract and participation contract. Provide and consolidate requests for invitation of quotation. Verify and advice on specifications for goods and services. Analyse the received quotation. Provide approval of received goods as per the specification. Serve in Bid Committees as a member. Monitor the implementation of guidelines for appointment of bid committees. Facilitate the appointment of Bid committee members. Manage logistical arrangements for Bid committee meetings and provide advisory support to Bid Committees. Provide secretariat function to the PBAC. Facilitate and monitor evaluation of bids and quotations. Develop and define processes for bids evaluation. Monitor adherence to advertised criteria in the evaluation process. Facilitate and verify captured information for all bids and quotations. Prepare an evaluation report- submission. Facilitate the clearance of the successful bidders. Customise and implement any changes on standard evaluation criteria. Implement and Oversee Risk and performance management strategies in the Supply Chain Management Unit. Identify and mitigate risks within the Unit. Manage all administrative matters, correspondence and complex enquiries are attended to promptly. Assist in the compiling of monthly SCM performance reports and verification of all monthly SCM reports. Ensure implementation and compliance of the Instruction Notes as issued by National Treasury as well as Departmental SCM Policy. Manage full compliance to all Demand Management, Acquisition Management and Contract Management prescripts, policies, practice notes and delegations of authority. Develop and maintain internal control measures for procurement. Ensure the effective management of Demand, Acquisition and Contract processes. Manage an appropriate response to internal and external auditors, other organs of state and Audit Intervention Plans. Monitor and liaise with CIDB about professionals'/ contractor's information. Evaluate and monitor performance and appraisal of employees. Ensure capacity and development of staff. Enhance and maintain employee motivation and cultivate a culture of performance management. Manage discipline. Provide job description to subordinates. Manage division leave matters.

ENQUIRIES : Mr. M Sozombile Tel No: (021) 402 2250

APPLICATIONS : for the position of Assistant Director: Acquisition Management (SCM) must be emailed to: RecruitCPT26-69@dpw.gov.za

POST 36/69 : **ADMINISTRATION OFFICER: DEMAND MANAGEMENT (SCM) REF NO: 2026/354**

SALARY : R338 106 per annum

CENTRE : Cape Town Regional Office

REQUIREMENTS : A minimum of three-year tertiary qualification (NQF level 06)/ National Diploma in Supply Chain Management/ Procurement/ Public Management/ Public Administration or related. Relevant years of experience in Supply Chain

Management within Acquisition Management. Valid Driver's Licence. Knowledge Of: Thorough knowledge and understanding of government procurement systems and relevant legislation; Supply chain management; Management of databases; PFMA; PPPFA; Supply Chain policies and procedures; Treasury Regulations and BBBEE Acts; Monitoring and evaluation theory and methodology; Monitoring and evaluation systems. Skills: Good verbal and written communication skills; Basic numeracy; Advanced interpersonal and diplomacy skills; Problem solving skills; Decision making skills; Statistical skills; Computer literacy; Problem solving skills; Presentation skills; Planning and organising skills; Ability to work independently and under pressure. Personal Attributes: Analytical thinking; Innovative; Creative; Resourceful; Ability to work under stressful situations; Ability to communicate at all levels; People orientated; Able to establish and maintain networks; Trustworthy; Assertive; Hard-working; Self-motivated; Ability to work independently. Must be prepared to adapt work schedule in accordance with office requirements.

DUTIES : Provide admin support in the research and needs analysis for the Department. Provide guidance to End-Users/Project Managers on testing the markets. Lead the process of alignment of budgets with department objectives and Annual Performance Plans. Consolidation of Procurement Plans and report monthly to Head Office. Assist in the consultation with relevant stakeholders to determine challenges, opportunities and risks. Identify the frequency of needs and analyse the identified needs in line with the supply chain strategy and collect data commodity analysis and checking for alternatives. Provide support in the determination and development of procurement proposals for implementation based on the results of the research. Collect and collate information for the Department Annual Procurement Plan, collect information from the relevant units according to the prescribed template. Check and analyse the submitted information, confirm availability of budget. Consolidate the information into procurement plan. Provide support in the process of drafting specifications, advice whether specifications should contain special conditions. Assist in identifying and implementation of preference points system, track all movements of specification and terms of reference submission. Provide an appropriate response to internal and external stakeholders. Provide secretariat support to the relevant Bid Committees. Responsible for Demand, Acquisition and Contract Management. Ensure full compliance to all Acquisition, Demand Management and Contract Management prescripts, policies, practice notes and delegations of authority. Develop and maintain internal control measures for procurement. Ensure the effective management of Demand, Acquisition and Contract processes. Compile and consolidate the Demand Management Plan, Acquisitions Management and Contract Management reports. Coordinate input in the Demand Management Plan. Ensure that procurement is in line with the approved Demand Plan. Ensure effective utilisation of the CSD. Manage acquisition including BID administration. Assist in compilation of Terms of reference, Specifications and Bid Documents. Provide secretariat support to the BID committees and provide the administrative duties during the tender/bid briefing sessions. Provide assistance in the review of the scope of the Terms of Reference (TOR). Assist with the monitoring of validity period of closed tenders. Assist in the co-ordination and execution of the bidding process. Arrange and attend bid Evaluation committee meeting. Management of the bid processes and ensure effective functioning of all Bid Committees. Management and effective utilisation of Transversal Contracts and Participation contracts on organs of state. Manage the process of sourcing of quotations. Ensure proper document control and documentations. Implement and Oversee Risk and performance management strategies in the Supply Chain Management Unit. Identify and mitigate risks within the Unit. Ensure that all administrative matters, correspondence and complex enquiries are attended to promptly. Assist in the compiling of monthly SCM performance reports. Compilation /verification of all monthly SCM reports. Ensure implementation and compliance of the Instruction Notes as issued by National Treasury as well as Departmental SCM Policy

ENQUIRIES : Mr M. Sozombile Tel No: (021) 402 2250.

APPLICATIONS : for the position of Administration Officer: Demand Management (SCM) must be emailed to: RecruitCPT26-70@dpw.gov.za

POST 36/70	:	**ADMINISTRATIVE OFFICER: LABOUR RELATIONS MANAGEMENT REF NO: 2026/355** (Re-Advertisement-PSVC 19 of 2026, Ref No: 2026/236, people who previously applied are encouraged to re-apply)
SALARY	:	R338 106 per annum
CENTRE	:	Head Office (Pretoria)
REGUIREMENTS	:	A minimum of three-year tertiary qualification (NQF Level 06) / National Diploma in Public Administration/ Management or related qualification. Extensive experience in administration within the labour relations environment and a valid Drivers' license. Knowledge of government procurement processes and systems. Knowledge of Government regulatory framework, Minimum Information Security Standards (MISS) Act, Public Finance Management, Public Service Regulations, Public Service Act, National Minimum Information Requirement, Regulations of the National Archives and records Service of South Africa Act and related records management processes. Skills: Effective communication (verbal and written), Report writing, Computer literacy, Basic numeracy, Statistical analysis, Interpersonal and diplomacy skills, Analytical, Problem-solving skills, Interpretation skills. Personal Attributes: People orientated, High level of reliability, Hardworking, Resourceful, Self-motivated, Trustworthy, Multilingual.
DUTIES	:	Provide effective management of documents, Receive, register and allocate reference number to the received correspondence. Scrutinise routine submissions/ reports and make notes and/or recommendations for the manager. Make follow up on referred correspondence/submission. Dispatch all correspondences. Renders administrative support services. Ensure the safekeeping of all documentation in the office in line with relevant legislation and policies. Obtains inputs, collates and compiles reports, e.g. progress reports, monthly reports and management reports. Collect, analyse and collate information requested by the manager. Ensure that travel arrangements are well coordinated. Manage the leave register and telephone accounts for the unit. Provides support to manager regarding meetings, scrutinise documents to determine actions/information/other documents required for meetings. Collect and compile all necessary documents for the meetings. Record minutes/decision and communicates to relevant role-players, follow-up on progress made. Coordinates logistical arrangement for meetings when required. Ensures effective and efficient management of the records, Maintain the Labour Relations register of received correspondences. Maintain copies of all documents produced, prior to dispatching. Maintain an effective and well-structured filling systems. Ensure classification of information, office procurement needs and payment of service providers.
ENQUIRIES	:	Ms MJ Mahasha Tel No: (012) 406 1193
APPLICATIONS	:	for the position of Administrative Officer: Labour Relations Management must be emailed to: Recruitment26-78@dpw.gov.za

ANNEXURE N

DEPARTMENT OF SMALL BUSINESS DEVELOPMENT

The Department of Small Business Development is an equal opportunity & affirmative action employer. It is the DSBD's intention to promote representativity (race, gender, youth & disability). The candidature of persons whose transfer/promotion/appointment will promote representativity will receive preference

APPLICATIONS : Applications can be submitted by email to the relevant email and by quoting the relevant reference number provided on the subject line. Acceptable formats for submission of documents are limited to MS Word and PDF.

CLOSING DATE : 23 October 2026 at 16h00. Applications received after the closing date will not be considered.

NOTE : Applications must quote the relevant reference number and consist of: A fully completed and signed Z83 form and a recent comprehensive CV. Submission of copies of qualifications, Identity document, and any other relevant documents will be limited to shortlisted candidates only. All non-SA citizens will be required to submit proof of permanent residence in South Africa when shortlisted. Personnel suitability checks will be done during the selection process. Applicants could be required to provide consent for access to their social media accounts. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within 1 month of the closing date of this advertisement, please accept that your application was unsuccessful. In the pursuit of diversity and redress, appointments will be made in line with the DSBD EE Plan. All shortlisted candidates for SMS posts will be subjected to a technical exercise and interview. Following the technical exercise and interview, a maximum of three (3) SMS candidates will undergo psychometric assessments to assess cognitive capabilities, behavioural preferences, emotional intelligence, and integrity. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The successful candidate will be required to sign a performance agreement within three months of appointment, as well as complete a financial interest declaration form within one month of appointment and annually thereafter. The Department reserves the right not to fill or withdraw any advertised post. Note: a new application for employment (Z83) form is applicable from 01 January 2021. The new form can be downloaded online at http://www.dpsa.gov.za/dpsa2g/vacancies.asp.

MANAGEMENT ECHELON

POST 36/71 : **DIRECTOR: BUSINESS INTELLIGENCE, ECONOMIC ANALYSIS AND ECONOMETRICS REF NO: D – BIEA&E**

SALARY : R1 317 384 per annum (Level 13)

CENTRE : Pretoria

REQUIREMENTS : A Senior Certificate and an advanced diploma or undergraduate qualification (NQF level 7) in Economics / Econometrics / Business Analytics / or equivalent as recognised by SAQA. NQF level 8 in the same disciplines / Master's degree will be an added advantage. Possess a minimum of 5 years' relevant experience at a middle/senior managerial level within an economic research, model analysis and forecasting-related environment. Experience in managing a research unit, coordination of research work within an institution and among research stakeholders, gathering of research or intelligence to inform programme and policy design, hosting research events such as conferences/summits, creation of research partnerships with research institutions, development of a research agenda and management of a knowledge management hub. Knowledge of the Public Service Legislative Framework and Digital collaboration platforms, Econometrics / Econometrics. A compulsory pre-entry into the Senior Management Service Certificate from the National School of Government will be required before assumption of duty (https://thensg.gov.za/training-course/sms-pre-entry-programme). Display competencies in Strategic Capability & Leadership, Financial Management, Problem Solving and Analysis, People Management and Empowerment, Client Orientation and Customer Focus, Change Management, Service Delivery Innovation and Communication.

DUTIES : Set and drive the Small Business Development Portfolio research agenda to support sector economic analysis, policy development, and strategic decision-making, including the identification of priority research areas and alignment with national and departmental objectives. Lead and oversee economic research, modelling, forecasting, and scenario analysis through the application of advanced econometric methodologies and digital tools, including assessing the impact of policy options and economic shocks on growth, development indices (statistical indicators), and MSME sustainability. Produce and deliver high-quality research and business intelligence outputs, including publications, policy briefs, and analytical insights on MSME performance and sector trends, to inform evidence-based decision-making. Coordinate and manage MSME-focused research initiatives and partnerships with internal and external stakeholders, including academia, industry, and research institutions, to strengthen the research ecosystem and leverage collaborative insights. Provide strategic advisory services to senior management and policymakers by integrating data-driven insights and research evidence into policy, strategy, programme design, and decision-making processes. Manage knowledge systems and ensure effective dissemination of research and sector information, including the development and maintenance of a central research repository, the use of digital platforms (e.g., dashboards, portals, automated reporting systems), and enabling data accessibility and interoperability across stakeholders, including a centralised access point for MSMEs. Manage the Directorate's operations and its financial, human, and physical resources in compliance with applicable legislation, governance frameworks, and public sector regulatory requirements.

ENQUIRIES : Enquiries for this post should be directed to Mr. Maanda Ndou at 072 242 6245/Ms. Nthabiseng Mahlangu at 072 197 7511

APPLICATIONS : The Department of Small Business Development is committed to the pursuit of diversity and redress, and appointment will be in line with the DSBD EE Plan. Candidates must submit applications to recruitment4@dsbd.gov.za and quote the reference number for the abovementioned position on the subject line (email) when applying i.e., "REF NO: D – BIEA&E

OTHER POSTS

POST 36/72 : **ASSISTANT DIRECTOR: DEMAND & ACQUISITION MANAGEMENT – (BID ADMINISTRATION) REF NO: ASD: D&AM BA**

SALARY : R487 197 per annum

CENTRE : Pretoria

REQUIREMENTS : A Bachelor's Degree (NQF7) in Supply Chain Management / Procurement / Financial Accounting / Financial Management / Contract Management / Purchasing Management or equivalent/related as recognised by SAQA. A postgraduate degree in the above-mentioned will be an added advantage. 3 years related experience in supply chain management (demand and acquisition and bid administration) environment on supervisory level. Job-related knowledge: SCM legislation, policies and procedures, PFMA, Treasury Regulations and PPPFA, Demand and acquisition management processes, Bid administration and competitive bidding processes, Procurement planning, contract management and SCM compliance, Risk management, governance and internal controls. Job-related skills: Analytical and problem-solving skills, Communication and report-writing skills, Stakeholder management and negotiation, Leadership, planning and organisational skills, Computer literacy and proficiency in MS Office 365. Job competencies: Communication (verbal and written), Project Management, Financial Management, Client orientation and customer focus, Problem solving and analysis, Contract Management and Attention to detail. Additional: B/EB Driver's license.

DUTIES : Supervise employees to ensure an effective demand and acquisition management service and undertake all administrative functions required with regard to financial and HR administration. Coordinate (synergise), review, research, analyse and plan the procurement needs of the department. Coordinate review, collect and collate information for the annual procurement plan. Supervise and compile tender/quotation specifications as required. Develop, implement and maintain supplier database. Coordinate (synergise), review and execute the bidding process. Coordinate, review and compile the list of prospective providers for quotations and source quotations from the database according to the threshold values determined by the National

Treasury. Communicate with stakeholders, Written: Draft general (basic to complex) correspondence such as response letters, emails, status reports, presentations, memos, and submissions, and verbal: Give detailed/comprehensive / in depth advice on procedural and technical related matters in respect of supply chain management (Demand and Acquisition and Bid Acquisition) policies and procedures to ensure compliance.

ENQUIRIES : Enquiries for all advertised posts should be directed to the recruitment office on Tel No: (012) 394-5286/43097

APPLICATIONS : The Department of Small Business Development is committed to the pursuit of diversity and redress, and appointment will be in line with the DSBD EE Plan. Candidates must submit applications to recruitment7@dsbd.gov.za and quote the reference number for the abovementioned position in the subject line (email) when applying, i.e.,"REF NO: ASD: D&AM BA"

POST 36/73 : **CHIEF ACCOUNTING CLERK REF NO: CAC**

SALARY : R338 106 per annum
CENTRE : Pretoria
REQUIREMENTS : National Diploma (NQF 6) in Financial Accounting qualification as recognised by SAQA. A Bachelor's Degree (NQF 7) in Financial Accounting / Accounting Science or related relevant qualification as recognised by SAQA would be considered an added advantage. Minimum of 3 years' experience in Financial Accounting. 3 years' working knowledge of transversal systems applicable to the Public Service. Knowledge and understanding of accounting principles and financial procedures. Basic knowledge and insight of the Public Service financial legislations and procedures such as the PFMA, Treasury Regulations, Modified Cash Standard, and Standard Charts of Accounts. Basic knowledge of operating systems (PERSAL, BAS, Logis etc.). Job competencies: Communication (Verbal and Written), planning and organising. Interpersonal & Problem Solving. Teamwork. Basic numeracy. Accuracy. Job related skills: Good numerical and analytical skills. Attention to detail and accuracy. Good organisational and time-management skills. Ability to supervise and develop staff. Problem solving and decision-making abilities. Computer Literacy (MS Office Packages); Excel at an advanced level. Certificates in BAS and PERSAL.

DUTIES : Supervise and render financial accounting transactions but not limited to: Receive and allocate invoices and incentive claims (payment). Review and verify accounting entries, invoices/incentive claims, receipts, and payment documents (internal control). Verify processing of payments. Supervise and ensure proper filing and safeguarding of accounting documents. Supervise and monitor collection and management of cash. Ensure timely processing of supplier payments and departmental revenue pay over. Supervise and perform bookkeeping support services. Ensure timely processing of supplier payments and departmental revenue pay over. Verify captured financial transactions. Clear suspense accounts. Reconcile debtors and creditors accounts. Monitor outstanding balances and follow up on overdue accounts. Compile journals. Financial reporting: Prepare monthly financial reports. Communicate with internal and external stakeholders. Written: Draft general correspondence such as response letters, emails, status reports, formal presentations, and submissions. Verbal: Give advice on procedural and technical related matters in respect of policies and strategies to ensure compliance.

ENQUIRIES : Enquiries for all advertised posts should be directed to the recruitment office on Tel No: (012) 394-5286/43097

APPLICATIONS : The Department of Small Business Development is committed to the pursuit of diversity and redress, and appointment will be in line with the DSBD EE Plan. Candidates must submit applications to recruitment9@dsbd.gov.za and quote the reference number for the abovementioned position in the subject line (email) when applying, i.e., "REF NO: CAC"

ANNEXURE O

DEPARTMENT OF TRADITIONAL AFFAIRS

It is the Department's intention to promote equity (race, gender and disability) through the filling of positions with a candidate whose transfer/promotion/appointment will promote representivity in line with the numeric targets as contained in the department's Employment Equity plan. Whites, Coloured, Indians, youth and Persons with Disabilities are encouraged to apply.

CLOSING DATE : 23 October 2026

NOTE : The successful candidate's appointment will be subject to a security clearance process and the verification of educational qualification certificates. Applications must quote the relevant reference number and must be completed on the New Z83 form obtainable from any Public Service department and signed when submitted. From 1 January 2021 should an application be received using the incorrect application for employment (Z83), the application will not be considered. Only shortlisted candidates will submit relevant documents. Applicants should submit CV and Z83 only. Shortlisted candidates will be required to submit certified copies a day before the interview date. All shortlisted candidates, including SMS shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. All shortlisted candidates for SMS posts will be subjected to a technical exercise and interview. Following the technical exercise and interview, a maximum of three (3) SMS candidates will undergo psychometric assessments to assess cognitive capabilities, behavioural preferences, emotional intelligence, and integrity. Persons with a disability are encouraged to apply. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation only when shortlisted. Incomplete applications or applications received after the closing date will not be considered. It is important to note that it is the applicant's responsibility to ensure that all information and attachments in support of the application are submitted by the due date. Due to the large number of responses anticipated, correspondence will be limited to short-listed candidates only. If you have not been contacted within three months of the closing date of the advertisement, please accept that your application has been unsuccessful. The department reserves the right not to fill the advertised position.

MANAGEMENT ECHELON

POST 36/74 : **SECRETARY: COMMISSION ON KHOI-SAN MATTERS REF NO: 2026/19**
Contract Post Linked to Term of Office of The Commission on Khoi-San Matters

SALARY : R1 317 384 per annum (Level 13), (all-inclusive salary package).

CENTRE : Pretoria

REQUIREMENTS : A Degree or equivalent qualification (NQF level 7) in Law or Public Administration or Social or Business Management Science or Public Policy or relevant qualification. Certificate for entry into the Senior Management Services (SMS). At least five years of experience in MMS/SMS management. A valid drivers license. Core competencies: Strategic capacity and leadership, people management and empowerment, programme and project management, change management and Financial Management. Technical competencies: Office management, Monitoring and evaluation Process competencies: Knowledge management. Service delivery innovation, Problem solving and analysis, Client orientation, customer focus and communication.

DUTIES : The successful candidate will perform the following duties: Manage secretariat and administrative support services for the Commission on Khoi-San leaders; Manage Secretariat and administrative support and Programmes of the Commission on Khoi-San matters. Manage the financial resources of the Commission on Khoi-San matters, Manage human resources within the Secretariat of the Commission on Khoi-San matters; Manage and oversee research support to the Commission on Khoi-San matters. Manage and supervision of staff in the Secretariat.

ENQUIRIES : Ms RS Mogaladi Tel No: (012) 065 3450

APPLICATIONS : Applications may be posted to: Human Resource Management, Department of Traditional Affairs, Private Bag X22, Arcadia, 0083 or Hand deliver to: 509

		Pretorius Street, Arcadia, 2nd Floor Pencardia 1 Building or email DTARecruit202619@cogta.gov.za
FOR ATTENTION	:	Director: Human Resource Management
NOTE	:	Women, Youth and Persons with disabilities are encouraged to apply.

OTHER POSTS

POST 36/75	:	**DEPUTY DIRECTOR: ADMINISTRATION REF NO: 2026/20** Contract Linked to The Term of Office of The Commission on Khoi-San Matters
SALARY	:	R932 292 per annum (Level 11), (all-inclusive salary package)
CENTRE	:	Pretoria
REQUIREMENTS	:	Degree in Law or Public Administration or Social or Business Management Science or Public Policy or relevant qualification on NQF level 7 with at least 5 years' experience at Assistant Director/Junior Management level plus relevant experience in office administration. A valid driver's licence. Generic competencies: Planning and organising; Coordination, Problem solving & decision making; Project Management; People Management and Empowerment; Client Orientation and Customer Focus; Team Leadership; Communication (Verbal and written). Technical competencies: Knowledge of Public Service policies and regulations; Office Management; Government systems and procedures, Records management, Report writing.
DUTIES	:	The successful candidate will perform the following duties: Support the Secretary of the Commission on the provision of secretariat and administrative support services of the Commission; Provide support to the Secretary of the Commission in respect of financial management within the Commission Secretariat and performance of the Commission's statutory functions; Provide support to the Secretary of the Commission in respect of effective CKSM records and database management and operations of the Commission; Supervise support staff within the Commission.
ENQUIRIES	:	Ms RS Mogaladi Tel No: (012) 065 3450
APPLICATIONS	:	Applications may be posted to: Human Resource Management, Department of Traditional Affairs, Private Bag X22, Arcadia, 0083 or Hand deliver to: 509 Pretorius Street, Arcadia, 2nd Floor Pencardia 1 Building or email DTARecruit202620@cogta.gov.za
FOR ATTENTION	:	Director: Human Resource Management
NOTE	:	Youth and Persons with disabilities are encouraged to apply.
POST 36/76	:	**ADMINISTRATIVE ASSISTANT REF NO: 2026/21 (X2 POSTS)** (Linked to the term of office of the Commission on Khoi-San Matters)
SALARY	:	R237 453 per annum. plus 37% in lieu of benefits
CENTRE	:	Pretoria
REQUIREMENTS	:	A Grade 12 Certificate or equivalent qualification plus a certificate in Office Management/Secretarial Studies with at least one (1) year experience in office management and administration. A post-Matric qualification will serve as an added advantage. Core competencies: Client orientation and customer focus. Communication (written & verbal). Honesty and integrity. Planning and organising. Telephone etiquette. Computer literacy. Technical Competencies: Office management and administration, secretarial functions and general administration.
DUTIES	:	The successful candidate will perform the following duties: Develop and manage an efficient filing system and flow of documents for the Commission: Receive and distribute documents to members of the Commission on Khoi-San matters. Record documents in the appropriate registers. File and manage the paperwork of the Commission. Establish effective document tracking systems. Provide secretarial support services to the Commission: Co-ordinate and prepare documentation for the Commission's meetings/ workshops/public hearing and outreaches. Compile agenda, attendance registers, minutes and reports. Draft memoranda and any other correspondence as directed by the Secretariat or Commission. Manage the diaries of the Commission, Promote effective diary co-ordination. Provide administrative support services: Arrange logistics and related activities for travel, meetings, workshops, public hearing and conferences. Manage the telephone and communication systems in the office. Purchase and order stationery and equipment. Manage inventory and equipment within the office. Make copies, fax and email documents as required.

ENQUIRIES	:	Ms RS Mogaladi Tel No: (012) 065 3450
APPLICATIONS	:	Applications may be posted to: Directorate: Human Resource Management, Department of Traditional Affairs, Private Bag X22, Arcadia, 0083 or Hand deliver to: 509 Pretorius Street, Arcadia, 2nd Floor Pencardia, 1 Building, Pretoria or email DTARecruit202621@cogta.gov.za
FOR ATTENTION	:	Director: Human Resource Management
NOTE	:	Youth and Persons with disabilities are encouraged to apply.
POST 36/77	:	**DATA CAPTURER REF NO: 2026/22 (X1 POST)** (Linked to the term of office of the Commission on Khoi-San Matters)
SALARY	:	R201 093 per annum, plus 37% in lieu of benefits
CENTRE	:	Pretoria
REQUIREMENTS	:	A Grade 12 Certificate or equivalent qualification at NQF level 4 with at least one (1) year experience in data capturing and/or data management. Knowledge and experience in MS EXCEL and ACCESS. Ability to capture data and collect statistics. A post-Matric qualification will serve as an added advantage. Core competencies: Job knowledge. Interpersonal relations. Flexibility. Teamwork. Communication (verbal and written). Technical Competencies: Advanced computer literacy. Typing proficiency. Report writing. Planning and organising.
DUTIES	:	The successful candidate will perform the following duties: Capture data from available records into required formats e.g databases, tables, spreadsheet. Maintain data quality. Verify, query missing data and errors observed during data entry. Review and validate all data from the records. Ensure data backups. Update registers and statistics. Keep and maintain records and files. Ensure records and files are properly sorted and secured. Provide secretarial and administrative support to the Commission.
ENQUIRIES	:	Ms RS Mogaladi Tel No: (012) 065 3450
APPLICATIONS	:	Applications may be posted to: Directorate: Human Resource Management, Department of Traditional Affairs, Private Bag X22, Arcadia, 0083 or Hand deliver to: 509 Pretorius Street, Arcadia, 2nd Floor Pencardia 1 Building, Pretoria or email DTARecruit202622@cogta.gov.za
FOR ATTENTION	:	Director: Human Resource Management
NOTE	:	Youth and Persons with disabilities are encouraged to apply.
POST 36/78	:	**MESSENGER/DRIVER REF NO: 2026/23** (12-Months contract) Facilities Management
SALARY	:	R170 226 per annum, plus 37% in lieu of service benefits
CENTRE	:	Pretoria
REQUIREMENTS	:	A Grade 10 certificate or equivalent (NQF level 3). A valid driver's license. Five (5) years driving experience. Generic Competencies: Communication, ability to read and write Good eyesight. Team work. Technical Competencies: Operation of the equipment. Physical inspection of vehicle and interpret instructions for proper use of all control for safe operation of vehicles. Interpret and follow operating manuals, maintenance manuals and service charts.
DUTIES	:	The successful candidate will perform the following duties: Transportation of work teams, documents, materials/equipment's. Detect and repair minor mechanical problems on the vehicle 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 authorisation for the vehicle.
ENQUIRIES	:	Mr R Khalishwayo Tel No: (012) 334 5607
APPLICATIONS	:	Applications may be posted to: Human Resource Management, Department of Traditional Affairs, Private Bag X22, Arcadia, 0083 or Hand deliver to: 509 Pretorius Street, Arcadia, 2nd Floor Pencardia 1 Building or email @ DTARecruit202623@cogta.gov.za
FOR ATTENTION	:	Ms L Motlhala

ANNEXURE P

DEPARTMENT OF TRANSPORT

Department of Transport is an equal opportunity, affirmative action employer with clear employment equity targets. Preference will be given to candidates whose appointment will assist the department in achieving its Employment Equity targets at these specific levels in terms of the Department's Employment Equity Plan, therefore White male / female, Coloured male/ female, Indian male / female and people with disabilities are encouraged to apply.

APPLICATIONS : Department of Transport, Private Bag X193, Pretoria, 0001 or hand deliver at the 159 Forum Building, Cnr Struben and Bosman Street, Pretoria for attention Recruitment Unit. Room 4034 or email to: Recruitment@dot.gov.za or at e-recruitment system: erecruit.transport.gov.za. Note: email applications must be sent as one attachment to avoid non-delivery of the email and only quotes the name of the post you are applying for on the Subject Line as directed on the post note.

CLOSING DATE : 23 October 2026

NOTE : Applications must be accompanied by a completed new Z83 form, obtainable from any Public Service Department, (or obtainable at). Applicants must fill in full new Z83 form part A, B, C, and D. A recent updated comprehensive CV (previous experience must be comprehensively detailed, i.e. positions held and dates). Applicants will submit certified copies of all qualifications and ID document on the day of the interviews. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). 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. Selection panels shall score both technical exercises as an additional criterion in the interview process; the logistics will be communicated to candidates prior to the interviews. All shortlisted candidates for SMS posts will be subjected to a technical exercise and interview. Following the technical exercise and interview, a maximum of three (3) SMS candidates will undergo Psychometric Assessments to assess cognitive capabilities, behavioural preferences, emotional intelligence and integrity. Note that National School of Governance (NGS) has introduce compulsory SMS pre-entry certificate with effect from 01 April 2020 as Minimum Entry Requirements for Senior Management Services (submitted prior to appointment) and can be accessed through the following link: http://www.thensg.gov.za/training-course/sms-pre-entry-programme/. The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. The successful candidate must disclose to the Director-General particulars of all registrable financial interests, sign a performance agreement and employment contract with the Director-General within three months from the date of assumption of duty. The successful candidate must be willing to sign an oath of secrecy with the Department. Applicants will be expected to be available for selection interviews and assessments at a time, date and place as determined by the Department. An offer letter will only be issued to the successful candidate once the following has been verified educational qualifications, previous experience, citizenship, reference checks and security vetting. Please note: Correspondence will only be entered into with short-listed candidates.

OTHER POST

POST 36/79 : **ADMINISTRATIVE ASSISTANT: RECRUITMENT AND SELECTION REF NO: DOT/HRM/2026/37 (X2 POSTS)**
Branch: Corporate Services
Chief Directorate: Human Resource Management and Development
Directorate: Human Resource Management and Administration
Sub-Directorate: Recruitment And Selection

SALARY : R280 278 per annum, all-inclusive

CENTRE : Pretoria

REQUIREMENTS : A qualification at NQF level 6 in Human Resource Management / Human Resource Development/ Public Management / Administration / Industrial Psychology with no working experience. Knowledge and skills: Exposure to the Public Service Act, Public Service Regulations, Basic Conditions of Employment Act, Labour Relations Act, Employment Equity Act, Exposure to

		the Recruitment and Selection policy and prescripts, Exposure to Human Resource Practices and Procedures, problem solving, project management, interpersonal relationship, policy analysis and development, computer literacy and co-ordination and organizing.
DUTIES	:	Capture applications from job applicants; Sort job applications alphabetically, capture all applications from job applicants, compile executive summary of all applications, maintain a database for the applications, Arrange and coordinate short listing; Arrange for a suitable date for short listing, invite all stakeholders, panel members including organized labour to the short listing, scribe during short listing meeting, compile submission for short listing, approvals, conduct reference checks for the shortlisted candidates, Arrange and conduct interviews, Arrange date and venue for the interviews, invite shortlisted candidates to the interviews, escort candidates to and from the interview venue on the day of the interviews, assist candidates with the completion of Subsistence and Travel (S & T) forms and submit them for approval, assist with any logistics regarding interviews, Conduct integrity check (Pre-employment security screening and verification of qualifications) , Conduct pre-employment security screening for the shortlisted candidates with National Investigation Agency (NIA), conduct verification of qualification for the recommended candidates with South African Qualifications Authority (SAQA), and compile a database of all educational verification from SAQA.
ENQUIRIES	:	Mr Herman Seleke Tel No: (012) 309 3886

ANNEXURE Q

NATIONAL TREASURY

The National Treasury is an equal opportunity employer and encourages applications from persons living with disabilities. It is the department's intention to promote retrospectivity through filling these posts in line with the department's approved Employment Equity Plan. Our buildings are accessible to persons living with disabilities.



APPLICATIONS : To apply visit: https://erecruitment.treasury.gov.za/eRecruitment
CLOSING DATE : 26 October 2026 at 12:00 pm (Midday)
NOTE : Effective from 7 April 2021, the National Treasury now utilizes an e-Recruitment System which means all applicants must login/register to apply for positions, we only accept hand delivered/posted applications should an applicant prove that he/she tried to apply via e-Recruitment with no success and the National Treasury ICT unit was unable to assist. The applicant's profile on the e-Recruitment is equivalent to the newly approved Z83, and it is the responsibility of applicants to ensure their profiles are fully completed or their applications will not be considered, as per the DPSA Practice Note. Certain documentation will still be required to be uploaded on the system such as copies of all qualifications including National Senior Certificate/Matric certificate, ID, etc., however these documents need not be certified at point of application, however certification will be required prior to attending the interview. Please note: All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. It should be noted that the National Treasury does not support the use of Artificial Intelligence (AI) in any of its recruitment and selection processes and will disqualify an application if it picks up the use of AI when completing assessments without acknowledging the source of information. Successful completion of the Nyukela Public Service SMS Pre-entry Programme as endorsed by the National School of Government, available as an online course on https://www.thensg.gov.za/training-course/sms-pre-entry-programme/, prior to finalisation of appointment, is a requirement for all SMS positions. All shortlisted candidates for SMS posts will be subjected to technical exercise and interview. Following the technical exercise and interview, a maximum of three (3) SMS candidates will undergo psychometric assessments to assess cognitive capabilities, behavioural preferences, emotional intelligence, and integrity. All qualifications, criminal and SA citizenship checks will be conducted on all short-listed candidates and, where applicable, additional checks will be conducted in line with the new DPSA Directive effective 01 April 2024. Please note that by responding to our advertisement/s, you consent to the collection, processing, and storing of your Personal Information for internal HR processes in accordance with the Protection of Personal Information Act (POPIA), Act No. 4 of 2013. In the event that your application is unsuccessful, the Department will retain your personal information only for audit purposes as required by policies, only for a specific period, of which the submitted documents will then be destroyed as legislated in the National Archives Act. It is the applicant's responsibility to have all their foreign qualifications (this includes O and A level certificates) evaluated by the South African Qualifications Authority (SAQA), at your own expense. Upon appointment, successful candidates will be required to disclose particulars of all registrable financial interests and to sign a Performance Agreement within 3 months from date of appointment and for candidates whose appointment exceeds 12 calendar months will be appointed on probation for the period of twelve (12) calendar months excluding leave taken as prescribed by Public Service Regulation 68. The status of your application will be visible on the e-Recruitment system. However, if you have not received feedback from the National Treasury within 3 months of the closing date, please regard your application as unsuccessful. Note: The National Treasury reserves the right not to fill the below-mentioned posts, withdraw or to put on hold a position and/or to re-advertise a post. All queries must be submitted via email addressed to the Human Resources Recruitment Support Team on Recruitment.Enquiries@treasury.gov.za. Kindly note that all National Treasury adverts published/LIVE on the eRecruitment System have a

closing date listed and closing time of 12h00 (Midday) on that closing date. The system is designed to automatically remove the advert from public view at exactly 12h00 (Midday) of the said closing date for that post. There are no other means to submit applications post the closing date and time, if you have missed or delayed in submitting on time.

MANAGEMENT ECHELON

POST 36/80 : **DIRECTOR: DEBT ISSUANCE AND MANAGEMENT REF NO: S111/2026**
Division: Asset and Liability Management (ALM)
Purpose: To finance the government's borrowing requirements through the issuance of government securities in the domestic and international capital markets and manage the government's existing stock of debt to broaden the total investor base.

SALARY : R1 317 384 per annum, (all-inclusive)
CENTRE : Pretoria
REQUIREMENTS : A Grade 12 is required coupled with a minimum Bachelor's. degree (equivalent to NQF level 7) in Economics or Finance or Actuarial science or Commerce or Investment Management or International Economics pertaining to the money and capital markets. A minimum 5 years' experience obtained at a middle or senior management level in financial markets operations. Knowledge and experience of different research methodologies. Knowledge and experience of market analyses related to information for utilisation in the broader business. Knowledge and experience of dealing with various foreign interest rate markets and currencies. Experience in qualitative and quantitative summarisation or analysis of domestic and foreign debt reports. Successful completion of the Nyukela Public Service Senior Management Leadership Programme as endorsed by the National School of Government available as an online course on https://www.thensg.gov.za/training-course/sms-pre-entry-programme/, prior to finalisation of an appointment.

DUTIES : Finance borrowing requirement in domestic and international capital markets: Develop and implement a domestic and foreign borrowing strategy for the National Treasury. Initiate the issuing of government securities in the domestic and international capital markets. Implement benchmark bonds in the domestic and international capital markets. Determine the finance measures of government's borrowing requirements in the domestic and international capital markets. Stakeholder Engagement: Develop and implement tools that will improve the investor base. Develop and implement an investor website to improve stakeholder engagement. Engage domestic and foreign investor stakeholders, through road shows and other mediums. Develop relationship with stakeholders like banks, domestic and foreign investors and engage lawyers on certain conditional requirements. Disclose listing requirements in domestic and offshore bond issuance: Assist with compiling the annual Initiate the annual filing process of the 18K form with foreign stakeholders like the U.S. Security Exchange Commission and Japan. Adhere to disclosure and listing requirements associated with domestic and offshore bond issuance. Engage stakeholders on general information in the sourcing and exchange of processing. Verify information for correctness and ensure their accuracy. Domestic and Foreign currency debt: Coordinate the debt portfolio in order to reduce the re-financing risk and cost. Initiate frequent market and portfolio analysis of qualitative and quantitative domestic and foreign currency debt information. Monitor domestic and international economic events and their impact on the South African economy and the debt portfolio. Analyse and advise on prudent debt management policies and recommend corrective debt strategies for implementation. Perform Research on markets volatility: Initiate research on capital markets pertaining to market volatility in the prudent management of debt. Perform research on local and international markets to stay abreast of developments impact on foreign debt management issues. Analyse and provide inputs to briefing notes and speeches.

ENQUIRIES : enquiries only (No applications): Recruitment.Enquries@treasury.gov.za

OTHER POST

POST 36/81	:	**DEPUTY DIRECTOR: DEBT ISSUANCE AND MANAGEMENT REF NO: S106/2026** Division: Assets And Liability Management (ALM) Purpose: To finance Government's gross borrowing requirement through raising funds for infrastructure and climate related projects. Contribute to the developments of the domestic debt market as well as sound Investor relations and broadening of the investor base.
SALARY	:	R1 101 468 per annum, (including benefits)
CENTRE	:	Pretoria
REQUIREMENTS	:	A Grade 12 is required coupled with a minimum National Diploma (NQF 6)/ B. Degree (NQF 7) in Economics/ Finance/ Statistics/ Investment Management/ Mathematical Sciences. A minimum 4 years' experience of which 2 years should be at an Assistant director level or equivalent obtained in financial markets, with fixed income trading or financial research environment. Knowledge and experience in quantitative research methodologies. Knowledge and experience in market analysis related to information for utilisation in the broader business. Knowledge and experience in dealing with various foreign interest rate markets and currencies. Exposure to the money, banking and capital markets. Experience in qualitative and quantitative analysis of domestic and foreign capital markets.
DUTIES	:	Disclose listing requirements in domestic and offshore bond issuance: Initiate the annual filing process of the 18K form with foreign stakeholders like the U.S. Security Exchange Commission and Japan. Adhere to disclosure and listing requirements associated with domestic and offshore bond issuance. Engage stakeholders on general information in the sourcing and exchange of processing. Verify information for correctness and ensure their accuracy. Management of domestic and foreign currency debt: Monitor the debt portfolio and implement strategies in order to reduce the re-financing risk and cos. Initiate frequent market and portfolio analysis of qualitative and quantitative domestic and foreign currency debt information. Monitor domestic and international economic events and their impact on the South African economy and the debt portfolio. Analyse and advise on prudent debt management policies and recommend corrective debt strategies for implementation. Perform research on markets volatility and conduct general market research: Initiate research on capital markets pertaining to market volatility in the prudent management of debt. Perform research on local and international markets to stay abreast of developments which may have an impact debt management issues. Analyse and provide inputs to briefing notes and speeches.
ENQUIRIES	:	enquiries only (No applications): Recruitment.Enquries@treasury.gov.za

ANNEXURE R

DEPARTMENT OF WOMEN, YOUTH AND PERSONS WITH DISABILITIES
The mandate of the Department is to lead on socio-economic transformation and implementation of the empowerment and participation of women, youth and persons with disabilities through mainstreaming, advocacy, monitoring and evaluation.

MANAGEMENT ECHELON

POST 36/82	:	**GOVERNMENT INFORMATION TECHNOLOGY OFFICER (GITO) REF NO: DWYPD/017/2026** Re-Advertisement
SALARY	:	R1 317 384 per annum (Level 13), fully inclusive remuneration package
CENTRE	:	Pretoria
REQUIREMENTS	:	Appropriate degree (NQF level 7) qualifications as recognised by SAQA in Information Technology / Computer Science / IT Engineering or related field. The following or other related Certificate will be an added advantage. CGEIT; CRISC/ CISM/ CISA; TOGAF; COBIT; ITIL; ISO 38500;31000;27000; and King IV. Certificate of successful completion of National School of Government's SMS Pre-Entry programme prior appointment. Minimum of Five (5) years' experience at (MMS) Middle / senior managerial level in Information Management. /Information Technology: Progressive leadership and management; Corporate Governance and Governance of ICT; Project Management; Supplier Management; Stakeholder Management; Apply prescripts and protocols, including ICT, in Public Administration and Written and verbal communication on an executive level. Knowledge of: IT governance framework; SITA Act; HR regularity framework in the Public Service; Skills: Strategic capability and leadership; Financial management; project and programme management; Change management; Knowledge management; Customer relations management; People management and empowerment; Negotiation and facilitation; Advanced verbal and written communication; Problem solving; Honesty and integrity. Personal Attributes. Analytical thinking; Innovative and creative; Ability to work under stressful situations; Solution oriented- ability to design ideas without a group; Highly motivated.
DUTIES	:	ICT Strategy, Government and Digital Transformation: Drive the development of departmental technology standards, governance processes and performance metrics to ensure ICT delivers value to the department; Develop the ICT plan linked to the MTEF to prioritise ICT initiatives supporting the departmental strategic plan; Develop strategic IT plans that satisfy the current and ongoing needs of the organisation's business strategy and current and future capabilities; Introduce innovative methods and approaches to digitalise the department services; Develop and monitor the implementation of ICT policies, processes and procedures to ensure compliance with DPSA/Government-wide ICT prescripts customised according to departmental requirements. ICT Solution Delivery (Build): Analysis, design, and development of ICT solutions; Interoperability and integration of ICT systems; Establish Secure ICT systems, services, and infrastructure; Testing and quality assurance of ICT solutions; Applications development. ICT Operations and Services Management (Run): Develop and define the IT Service Management policy to implement and manage the quality of ICT Services that meets business needs and serves as the ICT functional commitment to the departments; Develop the ICT operational plan to reflect how the department intends to implement the Start plan over the financial year; Manage the optimal functioning of ICT service management operations and end-user support; Manage ICT infrastructure, data centre and support services; Mange the provision of ICT Security Operations and Compliance; Oversee and direct day-to-day activities of the departmental ICT function, ensuring that systems, services, and infrastructure work reliably and securely in line with the ITSM policy. Manage, ICT contracts and service level agreements with service provider: Manage all ICT- related business risks, including security and cyber security. (mitigated and audited regularly); Enable the department to achieve its strategic mandate (current and future capabilities) and objectives by aligning business, and IT plans; Enable the department to achieve all ICT investments' predetermined value and benefits; Manage financial, human resources, business plans, and reporting processes; Manage the departmental ICT assets; Optimise expenditure and eliminate duplication of ICT solutions and

associated technologies; Manage Business Agreements (BA) and Services Level Agreements with SITA and/or other IT goods and Service Suppliers; Represent the interest of the relevant departments to the GITO Council.

ENQUIRIES : Mr Mbhazima Shiviti Tel No: (012) 359 0262

APPLICATIONS : Recruitment02@dwypd.gov.za Applicants are urged to choose/ utilise one of the methods provided below: you may forward your application, quoting reference, addressed to: The Director-General, Department of Women, Youth and Persons with Disabilities, Private Bag X931, Pretoria, 0001. Alternatively, applications may also be hand delivered to 268 Lilian Ngoyi Street, Fedsure Forum Building, 1st floor, Pretoria CBD. Another option is to submit application through email as a single scanned document/one PDF attachment to the email addresses specified for each position (kindly note that the emailed applications and attachments should not exceed 15mb). General enquiries may be brought to the attention of Mr Amukelani Misunwa Tel No: (012) 359 0240/ Mr Joseph Mahlangu Tel No: (012) 359 0238

NOTE : All fields in the Z83 application form on https://recruitment.dwypd.gov.za/ must be completed in full, in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form. It is therefore prudent that fields be completed by applicants and signed, noting the importance of the declaration. South African applicants need not to provide passport numbers. Candidate must respond “Yes “or “No “to the question whether you are conducting business with the state. If “Yes”, details thereof only shortlisted candidates will submit Declaration form for conducting business with the state when shortlisted to the application. It is acceptable for applicant to indicate “not applicable” or leave a blank to the question “In the event that you are employed in the Public Service, will you immediately relinquish such business interest?” Applicants are not required to submit copies of qualifications and other relevant documents but must submit the completed and signed Z83 and detailed Curricula Vitae. The communication from HR of the Department regarding the requirement for certified document will be limited to shortlisted candidates. Therefore, only shortlisted candidate for a post will be required to submit certified documents on or before the day of the interview following communication from HR. Applications received after the closing date will not be considered or accepted. Correspondence is limited to short-listed candidates only; should you not hear from us within six weeks of the closing date, please consider your application unsuccessful. Non-RSA citizens/permanent resident permit holders must submit a copy only when shortlisted. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). Should you not hear from the Department within three (3) months of the closing date of the advertisement, please consider your application to be unsuccessful. The Department reserves the right not to fill and/or make an appointment to any of the advertised posts. All shortlisted candidates for SMS posts will be subjected to a technical exercise and interview. Following the technical exercise and interview, a maximum of three (3) SMS candidates will undergo psychometric assessments to assess cognitive capabilities, behavioural preferences, emotional intelligence, and integrity. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate’s suitability based on the post’s technical and generic requirements and the other must be an integrity (ethical conduct) assessment. One will be a practical exercise to determine a candidate’s suitability based on the post’s technical skills that are generic requirements and the other must be an integrity (ethical conduct) assessment. Further, personnel suitability checks, including security vetting, competency assessment will be conducted, as such transfer/promotion/appointment will made subject to positive outcomes of personnel suitability checks. Successful candidates shall be required to enter into performance agreement within three (3) months of assuming their duties in the Department, and within one (1) month of the date of their appointment conclude the prescribed contract of employment. Designated employees shall be required to disclose their financial interest within 30 days after assumption of duty. Appointments will only be made on the first notch of the advertised salary level. Note that in terms of the Protection of Personal Information Act, 2021, the Department will ensure the protection of applicants ‘personal information and only collect, use and retain applicants’ personal information for the purposes of recruitment and selection processes. The Department shall safeguard such personal information against access by unauthorised persons,

unlawful disclosure, or breaches. The Department is an equal opportunity and affirmative action employer. In the filling of these posts, it is the intention of the Department to promote representivity in the Public Service through the filling of this position and the candidature of persons whose transfer/promotion/appointment will promote representivity will receive preference as the objectives of section 195 of the Constitution of the Republic of South Africa and the Employment Equity Act, 1998 (Act 55 of 1998) will be taken into consideration. NB: preference will be given to African Female, Coloured Female, and Youth as well as Persons with Disabilities, as these groups are underrepresented in this post.

CLOSING DATE : 23 October 2026 at 16:00

OTHER POST

POST 36/83 : **AUDIT AND RISK COMMITTEE CHAIRPERSON REF NO DWYPD/ARC/01/2026**

SALARY : The appointment will be supported by the terms of reference and a contract. Remuneration will be paid in accordance with the Treasury Regulations 20.2.2.

CENTRE : Pretoria

REQUIREMENTS : Applicant must be in possession of a Grade 12 certificate, appropriate post graduate qualification (NQF level 8) as recognised by SAQA in Law, Accounting, Auditing, Risk Management, Business Management, Law, Public Administration or relevant qualifications; A minimum of five (5) years' experience in serving on and/or chairing an Audit and Risk Committee, Board, Committee or similar governance/oversight structure; Membership of a recognised professional body such as the South African Institute of Chartered Accountants (SAICA), Institute of Internal Auditors South Africa (IIA SA), Legal Practice Council (LPC), or an equivalent recognised professional body. A sound understanding of the PFMA, Treasury Regulations and applicable public sector governance, audit, risk management and financial reporting frameworks; A sound understanding of the respective roles and responsibilities of the Accounting Officer, Executive Authority, Audit and Risk Committee, Internal Audit and Auditor-General of South Africa; Knowledge of the PFMA, Treasury Regulation and other public sector frameworks; Knowledge and understanding of financial statements, internal controls, risk management, internal and external audit, performance information and governance; Strong leadership, strategic thinking, analytical, communication and interpersonal skills; Independent, integrity, objectivity and professional judgement; Be able to devote sufficient time to the effective discharge of the responsibilities of the Chairperson.

DUTIES : The successful candidate will, amongst others: Provide effective leadership to the Audit and Risk Committee. Ensure that the Committee effectively discharges its responsibilities in accordance with its approved Charter and applicable legislation and prescripts. Facilitate effective oversight of financial reporting, performance information, risk management, internal controls and governance processes. Oversee Internal Audit function to ensure its effectiveness and independence. Facilitate the monitoring the implementation of recommendations arising from internal and external audit processes. Facilitate effective communication and engagement between the Committee, Executive Authority, Accounting Officer, management, Internal Audit and the Auditor-General of South Africa. Ensure that significant governance, risk, control, financial management and audit matters are appropriately considered and escalated. Report to the Executive Authority on the activities and effectiveness of the Audit and Risk Committee. Promote accountability, transparency, ethical conduct and good governance within the Department. Lead the annual assessment of the Audit and Risk Committee.

ENQUIRIES : Mr Vusumuzi Shongwe Tel No: (012) 359 0244 / 060 978 1749

APPLICATIONS : Applicants are urged to submit the applications via email to: ARCChairpersons@dwypd.gov.za. General enquiries may be brought to the attention of Mr Vusumuzi Shongwe Tel No: (012) 359 0244 / 060 978 1749

NOTE : Interested candidates must submit: A comprehensive and updated Curriculum Vitae (CV) clearly outlining qualifications, professional experience, governance experience and previous Audit and Risk Committee/Board experience. A covering letter outlining their suitability for appointment as Chairperson of the Audit and Risk Committee. Copies of qualifications and identification. Contact details of at least three recent referees, where applicable. Correspondence is

limited to short-listed candidates only; should you not hear from us within six weeks of the closing date, please consider your application unsuccessful. Non-RSA citizens/permanent resident permit holders must submit a copy only when shortlisted. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). Should you not hear from the Department within three (3) months of the closing date of the advertisement, please consider your application to be unsuccessful. The Department reserves the right not to fill and/or make an appointment to any of the advertised posts. All shortlisted candidates will be subjected to an interview, reference checks, qualification verification, and suitability checks including security vetting as such the appointment will be made subject to positive outcomes of the personal suitability checks. Correspondence will be entered into with shortlisted candidates only. Recommended applicant will be required to disclose, prior to appointment, any actual, potential or perceived conflicts of interest and any other circumstances that may compromise, or be perceived to compromise, their ability to independently and objectively perform the functions of Chairperson. The Department is an equal opportunity and affirmative action employer. In the filling of these posts, It is the intention of the Department to promote representivity in the Public Service through the filling of this position and the candidature of persons whose transfer/promotion/appointment will promote representivity will receive preference as the objectives of section 195 of the Constitution of the Republic of South Africa and the Employment Equity Act, 1998 (Act 55 of 1998) will be taken into consideration. Preference will be given to Women and Persons with Disabilities.

CLOSING DATE : 26 October 2026 at 16:00

ANNEXURE S

PROVINCIAL ADMINISTRATION: EASTERN CAPE
DEPARTMENT OF EDUCATION

APPLICATIONS : Applicants must be submitted via the provincial e-recruitment system accessible at: https://ecprov.gov.za and/or at https://erecruitment.ecotp.gov.za. The Provincial e-Recruitment System is available 24/7 and closes at 23: 59 on the Closing Date. To report any e-Recruitment System challenges send an email with your (i) ID Number, (ii) profile email address, (iii) details of your issue to: erecruitment@ecdoe.gov.za. Do not send any applications to this email address; should you do so, your applications/ CV will be regarded as lost and will not be considered. Technical support is limited to working hours: (08:00-16:30 Mon-Thursday and 08:00-16:00 on Friday). Direct all enquiries to the specified enquiries person or email Address. Hand-delivered, e-Mailed, Faxed, Posted applications will not be accepted.

CLOSING DATE : 23 October 2026. Applications received after closing date will not be considered.

NOTE : Applications must be submitted on a duly completed New Z83 form (effective from 01 January 2021), e-Recruitment System automatically generates Z83 immediately you press apply and generate Z83. Applicants are not required to submit copies of qualifications and other relevant documents upon application but must submit a fully completed Z83 form and detailed Curriculum Vitae. NB: Z83 in the e-recruitment system is currently not signable; so, applicants who submitted applications via the e-recruitment system will not be disqualified for an unsigned Z83 instead will be requested to sign on/or before the interview day. View the list of the positions you applied for on “My Job Applications” and do note that the system Z83 does not reflect work experience and qualifications, however, every detail of your information does reflect to the Recruitment team. Shortlisted candidates will be required to submit certified copies of qualifications, and other relevant documents (like a copy of Permanent Resident Permit for Non-RSA Citizens/Permanent Resident Permit Holders to HR on or before the interview date. Failure to submit all the required documents will disqualify the application. Correspondence will be limited to short-listed candidates only. If you have not been contacted within six (6) months after the closing date of this advertisement, please accept that your application was unsuccessful. Selected candidates will be subjected to a personnel suitability check (criminal record check, citizenship verification, financial/asset record check, qualification/ study verification and previous employment verification). All shortlisted candidates, including the SMS shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate’s suitability based on the post’s technical and generic requirements, and the other must be an integrity (ethical conduct) assessment. 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 Assessment. Successful candidates will also be subjected to security clearance processes. Where applicable, candidates will be subjected to a skills/ knowledge test. The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. Successful candidates will be appointed on a probation period of twelve 12/24 months. It is the objective to address the Employment Equity Affirmative Action Measures in line with the Employment Equity Plan and to achieve equitable representation across race and gender. The EE targets of the recruiting Department will be adhered to although the applications are welcome from all racial groups. The Recruiting 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. (Females and People with Disabilities are also requested to apply and indicate such in their applications). Misrepresentation in the application documents will result in automatic disqualification and disciplinary action in the event the candidate has already been appointed. SMS pre-entry certificate (Nyukela) must be submitted prior appointment. Full details can be sourced by following the link: https://www.thensg.gov.za/training-course/sms-pre-entry-programme Note: Due to austerity measures, the Department will not carry any related costs (transport, accommodation, and meals) for candidates attending pre-selection assessment/s and interviews. Due to austerity measures, the

Department will not carry any related costs (transport, accommodation, and meals) for candidates attending pre-selection assessment/s and interviews.

OTHER POSTS

POST 36/84 : **SENIOR EDUCATION PSYCHOLOGIST GRADE 1: INCLUSIVE AND RURAL EDUCATION REF NO: DOE01/08/2026**

SALARY : R1 295 388 – R1 436 913 per annum, (all-inclusive salary package), (total package to be structured in accordance with the rules of the OSD)

CENTRE : Zwelitsha, Head Office

REQUIREMENTS : Registration with the Health Professions Council of South Africa (HPCSA) as a psychologist in a relevant registration category (Educational or Counselling), with a master's degree in educational or counselling psychology. A minimum of three (3) years' experience post-registration as an Independent Psychologist. Demonstrated personal attributes: integrity, professionalism, self-motivation, and the ability to function effectively within a team. Strong communication skills, both written and verbal, with a high level of proficiency in English. Added advantage: Experience in both psychotherapy and psycho-educational support services. Experience in project management such as concessions and accommodation and psychosocial support services within an educational context. Knowledge and experience in the development, implementation, and management of data collection systems to inform psychological strategic interventions. Clear understanding of relevant policies and acts relevant to IE such as EWP 6, SIAS policy, and PAM. A valid driver's license.

DUTIES : The Senior Psychologist will facilitate the strategic development and implementation of psychoeducational support services, within the context of inclusive education as per relevant policies such as WP6, SIAS, ext. within Full-Service Schools, Public Ordinary schools and Special Schools to meet international standards for specialized support services and inclusivity. Clear understanding of system transformation variables and processes required to establish and sustain an inclusive education system in order to provide support services. Utilize data-driven approaches to guide planning, monitoring, and decision-making within the inclusive education system, such as support and referral data systems. Oversight of resource allocation, budget frameworks, monitoring systems, and supervision processes to ensure effective psychosocial service delivery. The senior psychologist will lead the strategic planning, allocation, and management of budgets related to psychosocial support services. Oversee and monitor of the centralised budgets for Learning and Teaching Support Materials (LTSM) and assistive devices aligned to therapeutic and support needs of learners experiencing barriers to learning. Consideration of Personnel Administrative Measures (PAM) in the planning, allocation, and management of human resources within psychosocial and inclusive education support services. Management of psychologists, psychometrists and counsellors pertaining to project management, tools of trade, training and development and relevant policy development. Development of orientation and training material for psychosocial support services.

ENQUIRIES : Mr. L Putter Tel No: (040) 608 4200
For e-Recruitment Enquiries, Email: erecruitment@ecdoe.gov.za

POST 36/85 : **EDUCATION PSYCHOLOGIST (GRADE 1) LSPID: INCLUSIVE EDUCATION REF NO: DOE02/08/2026**

SALARY : R907 617 – R995 592 per annum, (all-inclusive salary package), (total package to be structured in accordance with the rules of the OSD)

CENTRE : Chris Hani West District Office

REQUIREMENTS : Applicants must be in possession of an appropriate qualification and be registered with the HPCSA as an Educational Psychologist. Current registration as an Educational Psychologist with the HPCSA is required, and proof of this registration must be provided. The incumbent must be able to promote inclusive education which includes promoting access to quality public funded education for learners with disability. They should have experience in working as part of a team and collaborating with stakeholders. They should be able to take initiatives, work under pressure and problem-solve if and when necessary. Experience in coordinating education and other support for learners with disabilities will be an added advantage. The incumbent will function as part

of the District-based Support Team with the specific responsibility of providing transversal outreach services to care centres and special schools that include learners with severe to profound intellectual disability (LSPID). The job involves travelling and therefore a valid driver's license is a requirement. The applicant must have advanced computer skills.

DUTIES : As a member of the transversal team, the incumbent will collaborate with team members in the provision of support to designated schools and care centres on an itinerant basis. Support to be provided will include: Assessment of LSPID enrolled in the schools/ care centres; provision of relevant therapeutic intervention to learners and families; monitoring and reporting on these learners' progress; training caregivers on the learning programme for LSPID; monitoring and reporting caregivers' implementation of the learning programme for LSPID; training and supporting teachers on the learning programme for LSPID; monitoring and reporting on the implementation of the learning programme in designated schools and care centres; advocating for access to quality public funded education for LSPID and carrying out administrative functions related to the support provided and ensuring that placement . The Incumbent may also be required to provide support to other learners in the community as and when needed.

ENQUIRIES : Mr. L Putter Tel No: (040) 608 4200
For e-Recruitment Enquiries, Email: erecruitment@ecdoe.gov.za

POST 36/86 : **EDUCATION THERAPIST SPECIALIST - SPEECH AND LANGUAGE**

SALARY : Grade 1: R664 410 – R735 930 per annum, (OSD)
CENTRE : AE (Butterworth) Ref No: DOE03/08/2026
AW (Fort Beaufort) Ref No: DOE04/08/2026
Alfred Nzo West Ref No: DOE05/08/2026
JOE Gqabi Ref No: DOE06/08/2026

REQUIREMENTS : Bachelor's Degree in Speech-Language Therapy that allows for registration with the Health Professional Council of South Africa (HPCSA). Current registration as a Speech-Language Therapist with the HPCSA is required, and proof of this registration must be provided. Applicants should have at least 5 years of relevant experience as a Speech-Language Therapist following their community service. Experience as an Education Therapist will be considered an added advantage. A valid driver's license is required. Knowledge: Inclusive Education (IE) policies (White Paper 6); Screening, Identification, Assessment and Support (SIAS) policy; Guidelines on the development of Full-service/Inclusive Schools; Guidelines on the development of Special Schools as Resource Centres; Care and Support for Teaching and Learning (CSTL); Integrated School Health Policy. Skills: Therapeutic assessment and techniques; multi-disciplinary teamwork; Preventative and developmental approach; Development of training programmes; Report writing; Analysis of data and trends; Therapeutic research methodology; Communication, consultation and facilitation skills; Computer literacy; Presentation skills and organising and planning.

DUTIES : To provide therapeutic and educational services to Public Ordinary and Public Special Schools within the Education District. Implement therapeutic capacity-building programmes for early identification of interventions relating to barriers to learning. Train educators, parents and support staff in the early identification of learning barriers particularly barriers to accessing the curriculum.; Conduct assessments; provide short term curriculum interventions to learners experiencing barriers to learning. Provide specialized therapeutic support to strengthen District and School-based Support Teams (DBSTs/SBSTs). Collaborate as multi-disciplinary teams with DBST to support learners experiencing therapeutic barriers to learning. Provide therapeutic support advisory services to SBST. Provide direct therapeutic support services to learners when necessary. Monitor support programmes for learners with high level needs referred and not yet placed in Special Schools or High-Level Support Programmes. Conduct discipline specific research (Speech and Language) and gather information to identify trends and address these needs within the district. Participate in inter- and intra-sectoral networks and collaborations. Collaborate on therapeutic support matters with multi-disciplinary teams at the Special Schools / Resource Centres and Full-Service Schools / Inclusive Schools to include learners who experience curriculum barriers to learning. Provide/manage professional supervision of the therapists in Public Special Schools within the District. Monitor and support the process

of assessment, reporting, referrals and placement of learners according to levels of need. Monitor and support the implementation of administration- and record-keeping processes. Ensure the compliance of Therapists in the special schools to the Health Professions Council of South Africa (HPCSA) Continuous Professional Development (CPD) policy. Report on the implementation of therapeutic support intervention programmes for early identification of barriers to learning, therapeutic participation in and contributions to inter- and intra-sectoral networks, therapeutic interventions. Monitor and manage assistive devices.

ENQUIRIES : Mr. L Putter Tel No: (040) 608 4200
For e-Recruitment Enquiries, Email: erecruitment@ecdoe.gov.za

POST 36/87 : **EDUCATION THERAPIST SPECIALIST - PHYSIOTHERAPIST REF NO: DOE07/08/2026**

SALARY : Grade 1: R664 410 – R735 930.per annum, (OSD)
CENTRE : Chris Hani West District Office
REQUIREMENTS : Qualifications: Bachelor's Degree in Physiotherapy allowing for registration with the HPCSA. Valid, current registration with the HPCSA as a Physiotherapist (proof of registration required. A minimum of 5 years of relevant experience post-community service. Experience as an Education Therapist will be an added advantage. A valid driver's license is essential for district-wide travel. Knowledge and Skills: Deep understanding of Inclusive Education policies, including White Paper 6, the SIAS policy, and guidelines for Full-service and Special Schools as Resource Centres. Familiarity with the Integrated School Health Policy and CSTL is required. Technical Competencies: Expertise in therapeutic assessments, preventative approaches, and developmental techniques. Ability to conduct discipline-specific research to identify and address district trends. Proficiency in report writing, data analysis, and computer literacy. Strong presentation, consultation, and organizational skills.

DUTIES : Train educators, parents, and staff in early identification of physical barriers to learning. Implement capacity-building programmes for School-based Support Teams (SBSTs). Conduct assessments and provide specialized, short-term curriculum interventions and direct therapeutic support where necessary. Work within a multi-disciplinary team alongside the District-based Support Team (DBST) to support learners with high-level needs. Manage professional supervision of therapists in Special Schools. Ensure all district therapists comply with HPCSA Continuous Professional Development (CPD) policies. Monitor and manage the distribution and use of assistive devices across the district. Gather data and report on the effectiveness of therapeutic interventions and inter-sectoral collaborations.

ENQUIRIES : Mr. L Putter Tel No: (040) 608 4200
For e-Recruitment Enquiries, Email: erecruitment@ecdoe.gov.za

POST 36/88 : **EDUCATION THERAPIST SPECIALIST - OCCUPATIONAL THERAPIST**

SALARY : Grade 1: R664 410 – R735 930 per annum, (OSD)
CENTRE : ANW (MT. Frere CMC) Ref No: DOE08/08/2026
SB (Humansdorp CMC) Ref No: DOE09/08/2026
ORTC (Lusikisiki CMC) Ref No: DOE10/08/2026
REQUIREMENTS : RVQ 13/14 qualification in Occupational Therapy recognised by SAQA. Registration with the Health Professions Council of South Africa (HPCSA) as Occupational Therapist. Registration with the South African Council for Educators (SACE) will be an added advantage. Five-years of relevant experience after registration with the Health Professions Council of South Africa (HPCSA). Knowledgeable about a) National and Provincial Education legislation, policies and regulations (e.g. Health Professions Act, Screening Identification Assessment and Support policy (SIAS), South African Schools Act (SASA), Employment of Educators Act (EEA), White Paper 6 (Support for special needs learners), b) Analytic, diagnostic and assessment tools, c) Intervention methods, d) Child development, e) Therapeutic models and techniques, f) Understanding of group dynamics, g) Protocol and professional ethics.

DUTIES : Assess the learner's level of functioning to identify barriers to learning based on the Occupational Therapists' scope of practice: Conduct screening for the learners; administer formal and informal assessments. Analyse and interpret

information to make decisions regarding the need for therapeutic intervention, engage in multi-disciplinary team discussions and make recommendations and/or referrals. 2) Provide intervention (direct and indirect therapy) relating to barriers to learning: Provide direct and indirect Occupational Therapy services based on an Occupational Therapy plan to learners in public special schools and public ordinary schools; determine individualized and group Occupational Therapy; prescribe, issue, and maintain assistive devices; maintain records of Occupational Therapy, effective administration practices and report to supervisors as required. 3) Engage in therapeutic capacity-building programmes and skills sharing on related therapy issues/matters: Provide direct and indirect Occupational Therapy services based on an Occupational Therapy plan to learners in public special schools and public ordinary schools; Provide appropriate information regarding programmes offered by therapists to internal and external stakeholders (e.g., School Based Support Team, District Based Support Team, parents etc.). Promote awareness of the different therapy disciplines; participate in awareness campaigns of different disabilities; provide direct or indirect outreach services when required; engage in continuous professional developmental activities based on the relevant programmes offered in the school; supervise undergraduate Occupational Therapy students and therapy assistants as required. 4) Manage Therapy support materials and equipment: Request appropriate and adequate therapy support materials and equipment based on learner needs; safeguard therapy support materials and equipment; maintain records of therapy material, equipment and the issuing of assistive devices and report faults and maintenance needs of the materials and equipment; participate in inter and intra-sectoral networks and collaborations. 5. Participate in inter- and intra-sectoral networks and collaborations. Collaborate and interact with stakeholders (e.g., Department of Health, Department of Social Development, local government, and the broader Community). 6. Management and Administration: Manage effective administration practices of Occupational Therapy interventions; ensure compliance with the code of Ethics of the Health Professions Council of South Africa (HPCSA); practice sound interpersonal relations, engage actively in performance appraisals per requirement.

ENQUIRIES : Mr. L Putter Tel No: (040) 608 4200
For e-Recruitment Enquiries, Email: erecruitment@ecdoe.gov.za

POST 36/89 : **CHIEF EDUCATION THERAPIST – SPEECH AND LANGUAGE THERAPIST (LSPID) REF NO: DOE11/08/2026**

SALARY : R598 260 – R664 410 per annum, (OSD)
CENTRE : JOE Gqabi District Office
REQUIREMENTS : An appropriate recognized qualification that allows for registration with the Health Professions Council of South Africa (HPCSA) as a Speech and Language Therapist. Current, valid registration with the HPCSA in Independent Practice. A minimum of 3 years appropriate experience post-registration with the HPCSA as a Speech and Language Therapist. Driver's License: A valid driver's license is mandatory as the role requires extensive travel within the District. Advanced proficiency in MS Office (Word, Excel, PowerPoint) for grant monitoring and data reporting. Knowledge and skills: In-depth knowledge of Inclusive Education policies (SIAS, White Paper 6). Expertise in Augmentative and Alternative Communication (AAC) and its application for non-verbal learners with profound disabilities. Ability to take initiative, work under pressure, and apply innovative problem-solving in under-resourced care centre environments. Knowledge of safe positioning and modified textures is vital for their safety in care centres. Ability to understanding how sensory processing (e.g., tactile defensiveness or auditory hypersensitivity) impacts a learner's ability to communicate in a noisy care centre. Excellent communication skills.
DUTIES : Transversal Outreach: Provide itinerant therapeutic support to designated Special Care Centres and Special Schools/Resource Centres for learners with LSPID/ Mainstream schools and High level of support Units catering for learners with severe to profound needs. Support the rollout of the Learning Programme for LSPID through screening, specialized assessment, and tailored communication intervention. Function as a key member of the District-based Support Team (DBST), collaborating with Psychologists, Occupational Therapists, Physiotherapists, and Special Needs Teachers. Train and mentor caregivers, parents, and school staff on the implementation of communication strategies and the Learning Programme. Promote the rights of learners with

disabilities to quality, public-funded education in line with Education White Paper 6 and the SIAS Policy. Maintain accurate learner records, monitor progress, and compile comprehensive reports for the ECDOE and National Department of Basic Education (DBE).

ENQUIRIES : Mr. L Putter Tel No: (040) 608 4200
For e-Recruitment Enquiries, Email: erecruitment@ecdoe.gov.za

POST 36/90 : **SENIOR EDUCATION SPECIALIST (LSPID): EDUCATION SOCIAL SUPPORT SERVICES REF NO: DOE12/08/2026**

SALARY : R535 146 – R1 183 578 per annum, (OSD)
CENTRE : Chris Hani West District Office
REQUIREMENTS : Applicants must be in possession of a recognised 3- or 4-year qualification which includes a professional teacher qualification. They should be registered with the South African Council of Educators (SACE) as professional educator and have 5 years' experience in the educational field. The incumbent must have in-depth knowledge and understanding of education legislation and policies. The incumbent must be able to promote inclusive education which includes promoting access to quality public funded education for learners with disability. They should have experience in working as part of a team and collaborating with stakeholders. They should be able to take initiatives, work under pressure and problem-solve if and when necessary. Experience in co-ordinating education and other support for learners with disabilities will be an added advantage. The incumbent will function as part of the District-based Support Team with the specific responsibility of providing transversal outreach services to care centres and special schools that include learners with severe to profound intellectual disability (LSPID). The job involves travelling and therefore a valid driver's licence is a requirement. The applicant must have advanced computer skills.

DUTIES : As a member of the transversal team, the incumbent will collaborate with team members in the provision of education support to designated schools and care centres on an itinerant basis. Support to be provided will include: Assessment of LSPID enrolled in the schools/ care centres; provision of relevant support to learners and families; monitoring and reporting on these learners' progress; training caregivers on the learning programme for LSPID; monitoring and reporting caregivers' implementation of the learning programme for LSPID; training and supporting teachers on learning programme for LSPID; monitoring and reporting on the implementation of the learning programme in designated schools and care centres; advocating for access to quality public funded education for LSPID and carrying out administrative functions related to the support provided including placement of out of school children in schools. The incumbent may also be required to provide support to other learners in the community as and when needed.

ENQUIRIES : Mr. L Putter Tel No: (040) 608 4200
For e-Recruitment Enquiries, Email: erecruitment@ecdoe.gov.za

NOTE : Shortlisted candidates will be required to undergo a test and will be subjected to security clearance.

POST 36/91 : **EDUCATION THERAPIST - SPEECH AND LANGUAGE (X7 POSTS)**

SALARY : Grade 1: R413 121 – R472 359 per annum, (OSD)
CENTRE : ANW (Nolitha Special School) Ref No: DOE13/08/2026
BCM (Khayalethu Special School) Ref No: DOE14/08/2026
BCM (ST. Patricks Special Schools) Ref No: DOE15/08/2026
NMB (Northern Light Special School) Ref No: DOE16/08/2026
ORTC (King Ndlovuyezwe Ndamase Special SC.) Ref No: DOE17/08/2026
ORTI (Tsolo Special School) Ref No: DOE18/08/2026
ORTI (Tembisa Special School) Ref No: DOE19/08/2026
REQUIREMENTS : Degree in Speech-Language Therapy: A recognized Bachelor's degree in Speech-Language Pathology/Therapy from an accredited institution. HPCSA Registration: Current and valid registration as a Speech-Language Therapist with the Health Professions Council of South Africa (HPCSA) is mandatory. One Year of Relevant Experience: A minimum of one year of experience or relevant clinical experience as a Speech-Language Therapist. Knowledge of Inclusive Education (IE) policies (White Paper 6); Screening, Identification, Assessment and Support (SIAS) policy; Special Schools as Resource Centres; and Integrated School Health Policy. Functionality of SBSTs and DBSTs.

Inclusive Education (IE) policies (White Paper 6); Screening, Identification, Assessment and Support (SIAS) policy; Special Schools as Resource Centres; and Integrated School Health Policy. Functionality of SBSTs and DBSTs. Therapeutic assessment and techniques; Multi-disciplinary teamwork; Preventative and developmental approach; Development of training programmes for the SBST; Report writing; Analysis of data and trends; Communication, consultation and facilitation skills; Computer literacy; Presentation skills and organising and planning.

DUTIES : To conduct thorough assessments of learners' speech, language, and communication difficulties, including evaluation of speech sounds, language comprehension and expression, fluency, and voice in the special schools. To conduct outreach services to Full-Service and Public Ordinary Schools to extend therapeutic support. Administer formal and informal assessments and conduct screenings for learners to identify needs. Develop and implement individualized and group Speech-Language Therapy plans for learners in public special schools and public ordinary schools. Prescribe, issue, and maintain appropriate assistive devices to support communication. Provide relevant information about therapeutic programs to internal and external stakeholders, including School-Based Support Teams, District-Based Support Teams, and parents. Assist in the appropriate placement of learners within special schools based on their communication needs. Ensure strict compliance with the Code of Ethics of the Health Professions Council of South Africa (HPCSA) in all aspects of practice. Oversee effective administrative practices related to Speech and Language Therapy interventions. Analyse and interpret information to make decisions regarding the need for therapeutic intervention, engage in multi-disciplinary team discussions, and make recommendations and/or referrals.

ENQUIRIES : Mr. L Putter Tel No: (040) 608 4200
For e-Recruitment Enquiries, Email: erecruitment@ecdoe.gov.za

POST 36/92 : **EDUCATION THERAPIST – SPEECH-LANGUAGE AND AUDIOLOGIST REF NO: DOE20/08/2026**

SALARY : Grade 1: R413 121 – R472 359 per annum, (OSD)
CENTRE : NMB (Greenwood Primary School)
REQUIREMENTS : RVQ 13/14 qualification in Speech Language Therapy and Audiology as recognised by SAQA. Registration with the Health Professions Council of South Africa (HPCSA) as Speech Language Therapist and Audiologist. Registration with the South African Council for Educators (SACE). One-year relevant experience after registration with the Health Professions Council of South Africa (HPCSA). A valid driver's license is required. Knowledge: Inclusive Education (IE) policies (White Paper 6); Screening, Identification, Assessment and Support (SIAS) policy; Guidelines on the development of Full-service/Inclusive Schools; Guidelines on the development of Special Schools as Resource Centres; Care and Support for Teaching and Learning (CSTL); Integrated School Health Policy. Skills: Therapeutic assessment and techniques; multi-disciplinary teamwork; Preventative and developmental approach; Development of training programmes; Report writing; Analysis of data and trends.

DUTIES : Assess the learner’s level of functioning to identify barriers to learning based on the Speech Language Therapy and Audiology’ scope of practice: Conduct speech-language and hearing screening for the learners; administer formal assessments. Analyse and interpret results for better decision making for therapeutic intervention, engage in multi-disciplinary team discussions and make recommendations and/or referrals: 2) Provide intervention (direct and indirect therapy) relating to barriers to learning: Provide direct and indirect services based on Speech-Language and Audiology plan to learners in public special schools and public ordinary schools; prescribe, issue and maintain assistive devices (e.g. Fm Systems and Communication Devices); maintain records of Speech-Language and Audiology services, effective administration practices and report to supervisors as required: 3) Engage in therapeutic capacity-building programmes and skills sharing on related therapy matters: Provide appropriate information regarding programmes offered by therapists to internal and external stakeholders (e.g. School Based Support Team, District Based. Support Team, parents etc.). Promote awareness of the different therapy disciplines; participate in awareness campaigns of different disabilities; provide direct or indirect outreach services when required; engage in

continuous professional developmental activities based on the relevant programmes offered in the school; supervise undergraduate Audiology students as required. 4) Management of Speech Language Therapy and Audiology equipment and assistive devices: Request appropriate and adequate assistive devices and equipment based on learner needs; safeguard assistive devices and equipment; maintain records of material, equipment and the issuing of assistive devices and report faults and maintenance needs of the materials and equipment; participate in inter- and intra-sectoral networks and collaborations. 5) Participate in inter- and intra-sectoral networks and collaborations: Collaborate and interact with stakeholders (e.g., Department of Health, Department of Social Development, Non-Profit Organizations, Non-Governmental Organizations, local government, and the broader Community). Advocate for learners who experience barriers to learning; liaising with therapists from other special schools and sharing best practices and experiences; liaison with relevant professional boards and tertiary institutions; participate in extra-mural and co-curricular activities.

ENQUIRIES : Mr. L Putter Tel No: (040) 608 4200
For e-Recruitment Enquiries, Email: erecruitment@ecdoe.gov.za

POST 36/93 : **EDUCATION THERAPIST - OCCUPATIONAL THERAPIST (X3 POSTS)**

SALARY : Grade 1: R413 121 – R472 359 per annum, (OSD)
CENTRE : ORTC (Sigcau Special School) Ref No: DOE22/08/2026
ORTI (Tsolo Special School) Ref No: DOE23/08/2026

REQUIREMENTS : Degree in Occupational Therapy: A recognized Bachelor's Degree in Occupational Therapy from an accredited institution. HPCSA Registration: Current and valid registration as an Occupational Therapist with the Health Professions Council of South Africa (HPCSA) is mandatory. One Year of Relevant Experience: A minimum of one year of experience or relevant clinical experience as an Occupational Therapist. Knowledge: Inclusive Education (IE) policies (White Paper 6); Screening, Identification, Assessment and Support (SIAS) policy; Special Schools as Resource Centres; and Integrated School Health Policy. Functionality of SBSTs and DBSTs. Skills: Therapeutic assessment and techniques; Multi-disciplinary teamwork; Preventative and developmental approach; Development of training programmes for the SBST; Report writing; Analysis of data and trends; Communication, consultation and facilitation skills; Computer literacy; Presentation skills and organising and planning.

DUTIES : To assess the learner's level of functioning; to identify barriers to learning based on the Occupational Therapy' scope of practice. To conduct screening for the learners; administer formal and informal assessments. Analyse and interpret information to make decisions regarding the need for therapeutic intervention, engage in multi-disciplinary team discussions, and make recommendations and/or referrals. Provide direct and indirect Occupational Therapy services based on an Occupational Therapy plan to learners in public special schools and public ordinary schools; determine individualised and group Occupational Therapy Services. Prescribe, issue, and maintain assistive devices; maintain records of Occupational Therapy Services. Provide appropriate information regarding programmes offered by therapists to internal and external stakeholders (e.g. School Based Support Team, District Based Support Team, parents. Manage Therapy support materials and equipment. Manage effective administration practices of Occupational Therapy interventions; ensure compliance with the code of Ethics of the Health Professions Council of South Africa (HPCSA). To assist in the placement of learners in the special schools. To conduct outreach services to other Full-Service and Public Ordinary Schools.

ENQUIRIES : Mr. L Putter Tel No: (040) 608 4200
For e-Recruitment Enquiries, Email: erecruitment@ecdoe.gov.za

POST 36/94 : **EDUCATION THERAPIST - PHYSIOTHERAPIST REF NO: DOE24/08/2026**

SALARY : Grade 1: R413 121 – R472 359 per annum, (OSD)
CENTRE : BCM (Parklands Special School)
REQUIREMENTS : A recognized Bachelor's Degree in Physiotherapy from an accredited institution. Current, valid registration with the Health Professions Council of South Africa (HPCSA) as a Physiotherapist is mandatory. A minimum of one year of relevant clinical experience (post-community service). Legislative

Knowledge: Inclusive Education policies (White Paper 6), SIAS Policy (Screening, Identification, Assessment, and Support, Integrated School Health Policy and the functionality of SBSTs and DBSTs. Core Skills: Paediatric therapeutic assessment and rehabilitation techniques, Collaborative multi-disciplinary teamwork, Report writing, data analysis, and trend identification, Advanced communication, facilitation, and computer literacy and Strong organizational planning and presentation skills.

DUTIES : Assessment & Identification: Assess learners' physical functioning and mobility to identify barriers to learning within the Physiotherapy scope of practice, Conduct screenings and administer formal/informal physical assessments and Analyse data to determine the necessity of therapeutic intervention or referral. Therapeutic Intervention: Provide direct and indirect Physiotherapy services to learners in both Public Special Schools and Public Ordinary Schools, Develop and implement individualized and group physical therapy plans, and Focus on a preventative and developmental approach to support learner wellness. Assistive Devices and Resource Management: Prescribe, fit, and maintain assistive mobility devices (e.g., walkers, orthotics). Manage therapy equipment and support materials efficiently. Engage in multi-disciplinary team discussions to guide learner placement in special schools, Develop training programs for the School Based Support Team (SBST), and Conduct outreach services to Full-Service and Public Ordinary Schools. Maintain meticulous records of all therapeutic interventions and learner progress, Ensure all practices strictly comply with the HPCSA Code of Ethics, and Provide regular reports and feedback to internal and external stakeholders (DBST, parents, and educators).

ENQUIRIES : Mr. L Putter Tel No: (040) 608 4200
For e-Recruitment Enquiries, Email: erecruitment@ecdoe.gov.za

POST 36/95 : **SCHOOL SOCIAL WORKER: SPECIAL SCHOOLS (X7 POSTS)**

SALARY : R338 208 – R397 668 per annum, (OSD) based on experience

CENTRE : Tsolo Special School, Ref No: DOE25/08/2026
MT Fletcher Special School, Ref No: DOE26/08/2026
Khanyisa Cala Special School, Ref No: DOE27/08/2026
Vukuzenzele Special School, Ref No: DOE28/08/2026
Vukuhambe Special School, Ref No: DOE29/08/2026
ST. Patricks Special School, Ref No: DOE30/08/2026
EFATA Special School, Ref No: DOE31/08/2026

REQUIREMENTS : A formal 4-year Bachelor’s Degree in Social Work. Current, valid registration with the South African Council for Social Service Professions (SACSSP). (Proof of payment for the current year is mandatory on or before the interview day). Previous experience in a school environment or working with children with disabilities is highly advantageous. A valid driver’s license. Deep understanding of the Children’s Act and the South African Schools Act. Strong interpersonal, report-writing, and crisis-management skills.

DUTIES : To provide professional social work services to learners with special educational needs, their families, and the school community. The successful candidate will address social, emotional, and behavioural barriers to learning to facilitate the holistic development of the child within an inclusive or specialized environment. Psychosocial Support: Provide individual and group counselling to learners with diverse disabilities (physical, intellectual, or neurodivergent). Multidisciplinary Collaboration: Work as part of the School-Based Support Team (SBST) alongside psychologists, occupational therapists, and speech therapists. Home-School Liaison: Conduct home visits and assessments to understand the learner’s social context and provide parent-guidance programs. Crisis Intervention: Manage cases of child abuse, neglect, and trauma in accordance with the Children’s Act. Advocacy and Placement: Assist with the screening, identification, and assessment (SIAS) process and facilitate referrals to external welfare organizations or medical facilities. Administration: Maintain comprehensive, confidential case files and draft statutory reports for the Department of Social Development or Children's Courts. Participate in inter- and intra-sectoral networks and collaborations. Collaborate and interact with stakeholders (e.g., Department of Health, Department of Social Development, Non-Profit Organizations, Non-Governmental Organizations, local government, and the broader Community). Advocate for learners who experience barriers to learning; liaising with Social Workers from other special schools and sharing best practices and

experiences; liaison with relevant professional boards and tertiary institutions; participate in extra-mural and co-curricular activities. Management and Administration: Manage effective administration practices of Social Work interventions; ensure compliance with the code of Ethics of the SACSSP; practice sound interpersonal relations, engage actively in performance appraisals per requirement.

ENQUIRIES : Mr. L Putter Tel No: (040) 608 4200
For e-Recruitment Enquiries, Email: erecruitment@ecdoe.gov.za

DEPARTMENT OF HEALTH

APPLICATIONS : Applications can be submitted via hand delivery/courier to following addresses:
Forensic Pathology Services (Buffalo City Metro) - Hand deliver/courier to: Human Resource Office, Buffalo City Metro District Office, Old Building BKB, No 79 Fitzpatrick Road, Quigney, East London, 5200. Enquires: Ms S Mangoloti Tel No: (043) 708 1720.
Nkqubela Hospital – Hand deliver/ courier to: Human Resource Office, Nkqubela Hospital, Billie Road, Mdantsane Township, 5219. Enquiries: Ms S Mangoloti Tel No: (043) 708 1720.
Frere Tertiary Hospital – Hand deliver/courier to: Human Resource Office, Frere Tertiary Hospital, Amalinda Main Road, East London, 5200. Enquiries: Ms N Mthitshana Tel No: (043) 709 2487/2532.
Greenville Hospital – Hand deliver/courier to: Human Resource Office, Greenville Hospital, Greenville Location, Bizana, 4800, Enquiries: Mr Z Madikizela Tel No: (039) 251 3009.
Sipetu Hospital - Hand deliver/courier to: Human Resource Office, Sipetu Hospital, Isilindini, Tabankulu, 5090. Enquiries: Ms L Mahlathi Tel No: (039) 255 0077.
Maclear Hospital - Hand deliver/courier to: Human Resource Office, Maclear Hospital, No 1 Fourie Street, Maclear, 5480. Enquiries: Ms C Aucamp Tel No: (045) 932 1028.
Nessie Knight Hospital – Hand delivery/courier to: Human Resource Office, Admin Area, Nessie Knight Hospital, Qumbu, 5180. Enquiries: Ms O.N Sotsako Tel No: (047) 553 6007/8/9.
Zithulele Hospital – Hand deliver/courier to: Human Resource Office, Administration Area, Zithulele Hospital, MqandulIl, 5080. Enquiries: Mr K Sobetwa Tel No: (047) 573 8936/073 200 0217
Isilimela Hospital – Hand deliver/courier to: Human Resource Office, Isilimela Hospital, Port St Johns, 5120, Enquiries: Ms Z Nomphandana Tel No: (047) 564 2805/2/3.
Bambisana Hospital – Hand deliver/courier to: Human Resource Office, Bambisana Hospital, Goqwana A/A, Lusikisiki, 4820, Enquiries: Mr S Mahlangeni Tel No: (039) 253 7262.
Dr Malizo Mpehle Hospital – Hand deliver/courier to: Human Resource Office, Dr Malizo Mpehle Memorial Hospital, R56, Main Road, Tsolo, 5170. Enquiries: Ms P Blaai Tel No: (047) 542 6300
Nelson Mandela Academic Hospital – Hand Deliver to: Human Resource Office, Nelson Mandela Academic Hospital, Nelson Mandela Drive, Mthatha 5099. Enquiries: Ms Calaza Tel No: (047) 502 4469.

CLOSING DATE : 23 October 2026

NOTE : Applications must be submitted on a duly new Z83 Form (effective from 01 January 2021), a comprehensive CV, indicating three reference persons: Name and Contact Numbers, A relationship with reference. Applicants are only required to submit a Z83 form and a comprehensive CV. Therefore, only shortlisted candidates for a post will be required to submit certified documents (copies of Qualification(s) inclusive of Matric certificate, Identity document, Proof of registration, proof of citizenship if not RSA citizen) on or before the day of the interview following communication from HR. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. Applicants must note that further Personnel Suitability checks will be conducted on short-listed candidates and that their appointment is subject to the outcome of these checks which include security clearance, security vetting, qualification verification and criminal record checks. Reference checks will be done on nominated candidate(s). 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. (Females and People with Disabilities are also requested to apply and indicate such in their applications). Misrepresentation in the application documents will result in automatic disqualification and disciplinary action in the event the candidate has already been appointed. If you have not been contacted by the Department of Health within three (3) months of the closing date of the advertisement, please accept that your application was unsuccessful. We thank all applicants for their interest. People with disabilities are encouraged to apply for these posts.

OTHER POSTS

POST 36/96	:	**CLINICAL MANAGER REF NO: ECHEALTH/CM/APL/NKH/01/10/2026**
SALARY	:	R1 479 723 – R1 640 055 per annum, (an all-inclusive package), (OSD). basic salary consists of 70% or 75% of total package, salary package will be structured according to Middle Management Service guidelines.
CENTRE	:	OR Tambo District, Nessie Knight Hospital
REQUIREMENTS	:	Appropriate qualification that allows registration with the HPCSA as Medical Practitioner. Registration with HPCSA as Medical Practitioner. A minimum of 3 years appropriate experience as a medical officer after registration with the HPCSA as Medical Practitioner. Knowledge of relevant legislation such as National Health Act, Mental Health Act, Public Finance Management Act (PFMA)), Public Service Act and related regulations and policies. Competencies: Strategic capability and leadership, Program and Project Management, Financial Management, Change Management, People Management and Empowerment, Service Delivery Innovation, Knowledge Management, Problem Solving and Analysis, Communication, Client Orientation and Customer focus. A valid driver's licence.
DUTIES	:	Management of clinical services in the entire hospital in accordance with the departmental standards, including after hours as delegated. Participate and accountable for assisting in leading and managing the hospital clinical services. Maintain accurate health records in accordance with legal ethical considerations. Train and guide staff and health associated professionals in morbidity and mortality reviews. Attend and participate in continuous medical education. Participate in quality improvement programs. Ensure that cost effective services delivery is maintained within the respective department. Attend to administrative matters as required. To plan, direct coordinate and manage the efficient and effective delivery of clinical and administration support services through working the key executive management team at the hospital within the legal regulatory framework. To present the Hospital Authoritatively at provincial and public forums. Determines system for intradepartmental functions in keeping with hospital policies and communicates it to staff. Training and development of staff in the relevant sections. Ensure compliance with National Core Standards requirements or any other regulatory and/or statutory requirement. Conduct regular clinical audits and develop, implement and monitor action plans. Develop, monitor and analyse budget and financial information and utilizes all resources in an effective and efficient manner. Practice effective problem identification and resolution skills as a method of sound decision making. Must be prepared to work under pressure and after hour duties as per commuted overtime policy. Compile medical reports and give evidence at trials, when required. Manage Performance and Development (PMDS) and perform quarterly reviews of subordinates. The incumbent must also be prepared to train, develop and supervise of undergraduate and post graduate junior doctors.
ENQUIRIES	:	Ms ON Sotsako Tel No: (047) 553 6007/8/9.
APPLICATIONS	:	Alternatively, applications can be submitted electronically via email to: Nombhaso.Gwanqa@echealth.gov.za
POST 36/97	:	**CLINICAL MANAGER REF NO: ECHEALTH/CM/APL/DRMMH/01/10/2026**
SALARY	:	R1 479 723 – R1 640 055 per annum, (an all-inclusive package), (OSD). Basic salary consists of 70% or 75% of total package, salary package will be structured according to Middle Management Service guidelines.
CENTRE	:	OR Tambo District, Dr Malizo Mpehle Hospital
REQUIREMENTS	:	Appropriate qualification that allows registration with the HPCSA as Medical Practitioner. Registration with HPCSA as Medical Practitioner. A minimum of 3 years appropriate experience as a medical officer after registration with the

HPCSA as Medical Practitioner. Knowledge of relevant legislation such as National Health Act, Mental Health Act, Public Finance Management Act (PFMA)), Public Service Act and related regulations and policies. Competencies: Strategic capability and leadership, Program and Project Management, Financial Management, Change Management, People Management and Empowerment, Service Delivery Innovation, Knowledge Management, Problem Solving and Analysis, Communication, Client Orientation and Customer focus. A valid driver's licence.

DUTIES : Management of clinical services in the entire hospital in accordance with the departmental standards, including after hours as delegated. Participate and accountable for assisting in leading and managing the hospital clinical services. Maintain accurate health records in accordance with legal ethical considerations. Train and guide staff and health associated professionals in morbidity and mortality reviews. Attend and participate in continuous medical education. Participate in quality improvement programs. Ensure that cost effective services delivery is maintained within the respective department. Attend to administrative matters as required. To plan, direct coordinate and manage the efficient and effective delivery of clinical and administration support services through working the key executive management team at the hospital within the legal regulatory framework. To present the Hospital Authoritatively at provincial and public forums. Determines system for intradepartmental functions in keeping with hospital policies and communicates it to staff. Training and development of staff in the relevant sections. Ensure compliance with National Core Standards requirements or any other regulatory and/or statutory requirement. Conduct regular clinical audits and develop, implement and monitor action plans. Develop, monitor and analyse budget and financial information and utilizes all resources in an effective and efficient manner. Practice effective problem identification and resolution skills as a method of sound decision making. Must be prepared to work under pressure and after hour duties as per commuted overtime policy. Compile medical reports and give evidence at trials, when required. Manage Performance and Development (PMDS) and perform quarterly reviews of subordinates. The incumbent must also be prepared to train, develop and supervise of undergraduate and post graduate junior doctors.

ENQUIRIES : Ms P Blaai Tel No: (047) 542 6300

APPLICATIONS : Alternatively, applications can be submitted electronically via email to: Phumile.Blaai@echealth.gov.za

POST 36/98 : **CLINICAL MANAGER REF NO: ECHEALTH/CM/APL/ZITH/01/10/2026**

SALARY : R1 479 723 – R1 640 055 per annum, (an all-inclusive package), (OSD). Basic salary consists of 70% or 75% of total package, salary package will be structured according to Middle Management Service guidelines.

CENTRE : OR Tambo District, Zithulele Hospital

REQUIREMENTS : Appropriate qualification that allows registration with the HPCSA as Medical Practitioner. Registration with HPCSA as Medical Practitioner. A minimum of 3 years appropriate experience as a medical officer after registration with the HPCSA as Medical Practitioner. Knowledge of relevant legislation such as National Health Act, Mental Health Act, Public Finance Management Act (PFMA), Public Service Act and related regulations and policies. Competencies: Strategic capability and leadership, Program and Project Management, Financial Management, Change Management, People Management and Empowerment, Service Delivery Innovation, Knowledge Management, Problem Solving and Analysis, Communication, Client Orientation and Customer focus. A valid driver's licence.

DUTIES : Management of clinical services in the entire hospital in accordance with the departmental standards, including after hours as delegated. Participate and accountable for assisting in leading and managing the hospital clinical services. Maintain accurate health records in accordance with legal ethical considerations. Train and guide staff and health associated professionals in morbidity and mortality reviews. Attend and participate in continuous medical education. Participate in quality improvement programs. Ensure that cost effective services delivery is maintained within the respective department. Attend to administrative matters as required. To plan, direct coordinate and manage the efficient and effective delivery of clinical and administration support services through working the key executive management team at the hospital within the legal regulatory framework. To present the Hospital

		Authoritatively at provincial and public forums. Determines system for intradepartmental functions in keeping with hospital policies and communicates it to staff. Training and development of staff in the relevant sections. Ensure compliance with National Core Standards requirements or any other regulatory and/or statutory requirement. Conduct regular clinical audits and develop, implement and monitor action plans. Develop, monitor and analyse budget and financial information and utilizes all resources in an effective and efficient manner. Practice effective problem identification and resolution skills as a method of sound decision making. Must be prepared to work under pressure and after hour duties as per commuted overtime policy. Compile medical reports and give evidence at trials, when required. Manage Performance and Development (PMDS) and perform quarterly reviews of subordinates. The incumbent must also be prepared to train, develop and supervise of undergraduate and post graduate junior doctors.
ENQUIRIES	:	Mr K Sobetwa Tel No: (047) 573 8936/073 200 0217
APPLICATIONS	:	Alternatively, applications can be submitted electronically via email to: Sobetwak@gmail.com
POST 36/99	:	**CLINICAL MANAGER REF NO: ECHEALTH/CM/APL/BAMH/01/10/2026**
SALARY	:	R1 479 723 – R1 640 055 per annum, (an all-inclusive package), (OSD). Basic salary consists of 70% or 75% of total package, salary package will be structured according to Middle Management Service guidelines.
CENTRE	:	OR Tambo District, Bambisana Hospital
REQUIREMENTS	:	Appropriate qualification that allows registration with the HPCSA as Medical Practitioner. Registration with HPCSA as Medical Practitioner. A minimum of 3 years appropriate experience as a medical officer after registration with the HPCSA as Medical Practitioner. Knowledge of relevant legislation such as National Health Act, Mental Health Act, Public Finance Management Act (PFMA), Public Service Act and related regulations and policies. Competencies: Strategic capability and leadership, Program and Project Management, Financial Management, Change Management, People Management and Empowerment, Service Delivery Innovation, Knowledge Management, Problem Solving and Analysis, Communication, Client Orientation and Customer focus. A valid driver's licence.
DUTIES	:	Management of clinical services in the entire hospital in accordance with the departmental standards, including after hours as delegated. Participate and accountable for assisting in leading and managing the hospital clinical services. Maintain accurate health records in accordance with legal ethical considerations. Train and guide staff and health associated professionals in morbidity and mortality reviews. Attend and participate in continuous medical education. Participate in quality improvement programs. Ensure that cost effective services delivery is maintained within the respective department. Attend to administrative matters as required. To plan, direct coordinate and manage the efficient and effective delivery of clinical and administration support services through working the key executive management team at the hospital within the legal regulatory framework. To present the Hospital Authoritatively at provincial and public forums. Determines system for intradepartmental functions in keeping with hospital policies and communicates it to staff. Training and development of staff in the relevant sections. Ensure compliance with National Core Standards requirements or any other regulatory and/or statutory requirement. Conduct regular clinical audits and develop, implement and monitor action plans. Develop, monitor and analyse budget and financial information and utilizes all resources in an effective and efficient manner. Practice effective problem identification and resolution skills as a method of sound decision making. Must be prepared to work under pressure and after hour duties as per commuted overtime policy. Compile medical reports and give evidence at trials, when required. Manage Performance and Development (PMDS) and perform quarterly reviews of subordinates. The incumbent must also be prepared to train, develop and supervise of undergraduate and post graduate junior doctors.
ENQUIRIES	:	Mr S Mahlangeni Tel No: (039) 253 7262
APPLICATIONS	:	Alternatively, applications can be submitted electronically via email to: Songezo.Mahlangeni@echealth.gov.za

POST 36/100	:	**CLINICAL MANAGER REF NO: ECHEALTH/CM/APL/NKQTBH/01/10/2026**
SALARY	:	R1 479 723 – R1 640 055 per annum, (an all-inclusive package), (OSD). basic salary consists of 70% or 75% of total package, salary package will be structured according to Middle Management Service guidelines.
CENTRE	:	Buffalo City Metro, Nkqubela TB Hospital
REQUIREMENTS	:	Appropriate qualification that allows registration with the HPCSA as Medical Practitioner. Registration with HPCSA as Medical Practitioner. A minimum of 3 years appropriate experience as a medical officer after registration with the HPCSA as Medical Practitioner. Knowledge of relevant legislation such as National Health Act, Mental Health Act, Public Finance Management Act (PFMA)), Public Service Act and related regulations and policies. Competencies: Strategic capability and leadership, Program and Project Management, Financial Management, Change Management, People Management and Empowerment, Service Delivery Innovation, Knowledge Management, Problem Solving and Analysis, Communication, Client Orientation and Customer focus. A valid driver's licence.
DUTIES	:	Management of clinical services in the entire hospital in accordance with the departmental standards, including after hours as delegated. Participate and accountable for assisting in leading and managing the hospital clinical services. Maintain accurate health records in accordance with legal ethical considerations. Train and guide staff and health associated professionals in morbidity and mortality reviews. Attend and participate in continuous medical education. Participate in quality improvement programs. Ensure that cost effective services delivery is maintained within the respective department. Attend to administrative matters as required. To plan, direct coordinate and manage the efficient and effective delivery of clinical and administration support services through working the key executive management team at the hospital within the legal regulatory framework. To present the Hospital Authoritatively at provincial and public forums. Determines system for intradepartmental functions in keeping with hospital policies and communicates it to staff. Training and development of staff in the relevant sections. Ensure compliance with National Core Standards requirements or any other regulatory and/or statutory requirement. Conduct regular clinical audits and develop, implement and monitor action plans. Develop, monitor and analyse budget and financial information and utilizes all resources in an effective and efficient manner. Practice effective problem identification and resolution skills as a method of sound decision making. Must be prepared to work under pressure and after hour duties as per commuted overtime policy. Compile medical reports and give evidence at trials, when required. Manage Performance and Development (PMDS) and perform quarterly reviews of subordinates. The incumbent must also be prepared to train, develop and supervise of undergraduate and post graduate junior doctors.
ENQUIRIES	:	Ms S Mangoloti Tel No: (043) 708 1720
APPLICATIONS	:	Alternatively, applications can be submitted electronically via email to: Simphiwe.Mangoloti@echealth.gov.za

POST 36/101	:	**CLINICAL MANAGER REF NO: ECHEALTH/CM/APL/ISL/01/10/2026**
SALARY	:	R1 479 723 – R1 640 055 per annum, (an all-inclusive package), (OSD). basic salary consists of 70% or 75% of total package, salary package will be structured according to Middle Management Service guidelines.
CENTRE	:	OR Tambo District, Isilimela Hospital
REQUIREMENTS	:	Appropriate qualification that allows registration with the HPCSA as Medical Practitioner. Registration with HPCSA as Medical Practitioner. A minimum of 3 years appropriate experience as a medical officer after registration with the HPCSA as Medical Practitioner. Knowledge of relevant legislation such as National Health Act, Mental Health Act, Public Finance Management Act (PFMA)), Public Service Act and related regulations and policies. Competencies: Strategic capability and leadership, Program and Project Management, Financial Management, Change Management, People Management and Empowerment, Service Delivery Innovation, Knowledge Management, Problem Solving and Analysis, Communication, Client Orientation and Customer focus. A valid driver's licence.
DUTIES	:	Management of clinical services in the entire hospital in accordance with the departmental standards, including after hours as delegated. Participate and accountable for assisting in leading and managing the hospital clinical services.

Maintain accurate health records in accordance with legal ethical considerations. Train and guide staff and health associated professionals in morbidity and mortality reviews. Attend and participate in continuous medical education. Participate in quality improvement programs. Ensure that cost effective services delivery is maintained within the respective department. Attend to administrative matters as required. To plan, direct coordinate and manage the efficient and effective delivery of clinical and administration support services through working the key executive management team at the hospital within the legal regulatory framework. To present the Hospital Authoritatively at provincial and public forums. Determines system for intradepartmental functions in keeping with hospital policies and communicates it to staff. Training and development of staff in the relevant sections. Ensure compliance with National Core Standards requirements or any other regulatory and/or statutory requirement. Conduct regular clinical audits and develop, implement and monitor action plans. Develop, monitor and analyse budget and financial information and utilizes all resources in an effective and efficient manner. Practice effective problem identification and resolution skills as a method of sound decision making. Must be prepared to work under pressure and after hour duties as per commuted overtime policy. Compile medical reports and give evidence at trials, when required. Manage Performance and Development (PMDS) and perform quarterly reviews of subordinates. The incumbent must also be prepared to train, develop and supervise of undergraduate and post graduate junior doctors.

ENQUIRIES : Ms Z Nomphandana Tel No: (047) 564 2805/2/3.
APPLICATIONS : Applications can be submitted electronically via email to: Zukiswa.Nomphandana@echealth.gov.za

POST 36/102 : **CLINICAL MANAGER REF NO: ECHEALTH/CM/APL/SIPH/01/10/2026**

SALARY : R1 479 723 – R1 640 055 per annum, (an all-inclusive package), (OSD). Basic salary consists of 70% or 75% of total package, salary package will be structured according to Middle Management Service guidelines.
CENTRE : Alfred Nzo District, Sipetu Hospital
REQUIREMENTS : Appropriate qualification that allows registration with the HPCSA as Medical Practitioner. Registration with HPCSA as Medical Practitioner. A minimum of 3 years appropriate experience as a medical officer after registration with the HPCSA as Medical Practitioner. Knowledge of relevant legislation such as National Health Act, Mental Health Act, Public Finance Management Act (PFMA), Public Service Act and related regulations and policies. Competencies: Strategic capability and leadership, Program and Project Management, Financial Management, Change Management, People Management and Empowerment, Service Delivery Innovation, Knowledge Management, Problem Solving and Analysis, Communication, Client Orientation and Customer focus. A valid driver's licence.
DUTIES : Provide medicine related information to clinical staff as may be required. Undertake on-going care individuals' patients to allow for continuity of care. Maintain accurate health records in accordance with legal ethical considerations. Train and guide staff and health associated professionals in morbidity and mortality reviews. Attend and participate in continuous medical education. Participate in quality improvement programs. Ensure that cost effective services delivery is maintained within the respective department. Attend to administrative matters as required. To plan, direct coordinate and manage the efficient and effective delivery of clinical and administration support services through working the key executive management team at the hospital within the legal regulatory framework. To present the Hospital Authoritatively at provincial and public forums. As the Head of the hospital: To provide Strategic leadership to improve operational effectively within the health establishment to improve health outcomes. Strategic Planning: Prepare a strategic Plan for the Hospital to ensure it is in Line with the 10-point plan, national, provincial, regional and district plan. Finance Management: Maximize revenue through Collection of all income due to the hospital, ensure that Hospital is managed within the budget in line with the PFMA and Relevant guidelines. Ensure that adequate policies, systems and Procedures are in place to enable prudent management of financial resources. Planning of financial resources mobilization. Monitoring and evaluation and Asset and Risk management. Finance management: Maximize revenue through Collection of all income due to the hospital, ensure that Hospital is managed within the

budged in line with the PFMA and Relevant guidelines. Ensure that adequate policies, systems and Procedures are in place to enable prudent management of financial resources. Planning of financial resources mobilization. Monitoring and evaluation, and Asset and Risk Management. Human Resource Management: To plan, implement and report on Personnel Provisioning, ensure effective utilization and empowerment of Human Resources. Ensure effective management of employee discipline and wellness practices. Ensure effective maintenance of staff through payment of employee benefits.

ENQUIRIES : Ms L Mahlathi Tel No: (039) 255 0077

APPLICATIONS : Applications can be submitted electronically via email to: Lulama.Mahlathi@echealth.gov.za

POST 36/103 : **CLINICAL MANAGER REF NO: ECHEALTH/CM/APL/MTAH/01/10/2026**

SALARY : R1 479 723 – R1 640 055 per annum, (an all-inclusive package), (OSD). Basic salary consists of 70% or 75% of total package, salary package will be structured according to Middle Management Service guidelines.

CENTRE : Alfred Nzo District, Greenville Hospital

REQUIREMENTS : Appropriate qualification that allows registration with the HPCSA as Medical Practitioner. Registration with HPCSA as Medical Practitioner. A minimum of 3 years appropriate experience as a medical officer after registration with the HPCSA as Medical Practitioner. Knowledge of relevant legislation such as National Health Act, Mental Health Act, Public Finance Management Act (PFMA), Public Service Act and related regulations and policies. Competencies: Strategic capability and leadership, Program and Project Management, Financial Management, Change Management, People Management and Empowerment, Service Delivery Innovation, Knowledge Management, Problem Solving and Analysis, Communication, Client Orientation and Customer focus. A valid driver's licence.

DUTIES : Provide medicine related information to clinical staff as may be required. Undertake on-going care individuals' patients to allow for continuity of care. Maintain accurate health records in accordance with legal ethical considerations. Train and guide staff and health associated professionals in morbidity and mortality reviews. Attend and participate in continuous medical education. Participate in quality improvement programs. Ensure that cost effective services delivery is maintained within the respective department. Attend to administrative matters as required. To plan, direct coordinate and manage the efficient and effective delivery of clinical and administration support services through working the key executive management team at the hospital within the legal regulatory framework. To present the Hospital Authoritatively at provincial and public forums. As the Head of the hospital: To provide Strategic leadership to improve operational effectively within the health establishment to improve health outcomes. Strategic Planning: Prepare a strategic Plan for the Hospital to ensure it is in Line with the 10-point plan, national, provincial, regional and district plan. Finance Management: Maximize revenue through Collection of all income due to the hospital, ensure that Hospital is managed within the budget in line with the PFMA and Relevant guidelines. Ensure that adequate policies, systems and Procedures are in place to enable prudent management of financial resources. Planning of financial resources mobilization. Monitoring and evaluation and Asset and Risk management. Finance management: Maximize revenue through Collection of all income due to the hospital, ensure that Hospital is managed within the budged in line with the PFMA and Relevant guidelines. Ensure that adequate policies, systems and Procedures are in place to enable prudent management of financial resources. Planning of financial resources mobilization. Monitoring and evaluation, and Asset and Risk Management. Human Resource Management: To plan, implement and report on Personnel Provisioning, ensure effective utilization and empowerment of Human Resources. Ensure effective management of employee discipline and wellness practices. Ensure effective maintenance of staff through payment of employee benefits.

ENQUIRIES : Mr Z Madikizela Tel No: (039) 251 3009

APPLICATIONS : Alternatively, applications can be submitted electronically via email to: Zolani.Madikizela@echealth.gov.za

POST 36/104	:	**CLINICAL MANAGER REF NO: ECHEALTH/CM/APL/MACH/01/10/2026**
SALARY	:	R1 479 723 – R1 640 055 per annum, (an all-inclusive package), (OSD). Basic salary consists of 70% or 75% of total package, salary package will be structured according to Middle Management Service guidelines.
CENTRE	:	Joe Gqabi District, Maclear Hospital
REQUIREMENTS	:	Appropriate qualification that allows registration with the HPCSA as Medical Practitioner. Registration with HPCSA as Medical Practitioner. A minimum of 3 years appropriate experience as a medical officer after registration with the HPCSA as Medical Practitioner. Knowledge of relevant legislation such as National Health Act, Mental Health Act, Public Finance Management Act (PFMA), Public Service Act and related regulations and policies. Competencies: Strategic capability and leadership, Program and Project Management, Financial Management, Change Management, People Management and Empowerment, Service Delivery Innovation, Knowledge Management, Problem Solving and Analysis, Communication, Client Orientation and Customer focus. A valid driver's licence.
DUTIES	:	Provide medicine related information to clinical staff as may be required. Undertake on-going care individuals' patients to allow for continuity of care. Maintain accurate health records in accordance with legal ethical considerations. Train and guide staff and health associated professionals in morbidity and mortality reviews. Attend and participate in continuous medical education. Participate in quality improvement programs. Ensure that cost effective services delivery is maintained within the respective department. Attend to administrative matters as required. To plan, direct coordinate and manage the efficient and effective delivery of clinical and administration support services through working the key executive management team at the hospital within the legal regulatory framework. To present the Hospital Authoritatively at provincial and public forums. As the Head of the hospital: To provide Strategic leadership to improve operational effectively within the health establishment to improve health outcomes. Strategic Planning: Prepare a strategic Plan for the Hospital to ensure it is in Line with the 10-point plan, national, provincial, regional and district plan. Finance Management: Maximize revenue through Collection of all income due to the hospital, ensure that Hospital is managed within the budget in line with the PFMA and Relevant guidelines. Ensure that adequate policies, systems and Procedures are in place to enable prudent management of financial resources. Planning of financial resources mobilization. Monitoring and evaluation and Asset and Risk management. Finance management: Maximize revenue through Collection of all income due to the hospital, ensure that Hospital is managed within the budged in line with the PFMA and Relevant guidelines. Ensure that adequate policies, systems and Procedures are in place to enable prudent management of financial resources. Planning of financial resources mobilization. Monitoring and evaluation, and Asset and Risk Management. Human Resource Management: To plan, implement and report on Personnel Provisioning, ensure effective utilization and empowerment of Human Resources. Ensure effective management of employee discipline and wellness practices. Ensure effective maintenance of staff through payment of employee benefits.
ENQUIRIES	:	Mr. J.S Ndzinde Tel No: (051) 633 9617/0781161958
APPLICATIONS	:	Alternatively, applications can be submitted electronically via email to: Joseph.Ndzinde@echealth.gov.za
POST 36/105	:	**CHIEF ENGINEER GRADE A REF NO: ECHEALTH/APL/CENG/FTH/01/10/2026**
SALARY	:	R1 137 108 – R 1 505 797 per annum, (an all-inclusive package), (OSD). Basic salary consists of 70% or 75% of total package, salary package will be structured according to Middle Management Service guidelines.
CENTRE	:	Buffalo City Metro, Frere Tertiary Hospital
REQUIREMENTS	:	National Senior Certificate, Degree in Mechanical Engineering (B Eng/BSC (Eng) or relevant qualification. Six (6) years post qualification experience required as a registered professional Engineer. Compulsory registration with ECSA as Professional Engineer. Statutory Certification: Valid Government Certificate of Competency (GCC Factories) is highly mandatory for plants exceeding 3000 kW / 10000 kVA. Competencies: Programme and project management, Engineering design and analysis knowledge, Research and development, Computer-aided engineering applications. Knowledge of legal

		compliance, technical report writing, Creating high performance culture, Professional judgment, Networking. Strategic capability and leadership, Problem solving and analysis, Decision making, Team leadership, Creativity, Financial Management, Customer focus and Responsiveness, Communication, Computer skills, People Management, Planning and Organising, Conflict Management, Negotiation skills, Change management. Comprehensive knowledge of the Public Service Act, PFMA, and the OHS Act. Strong engineering risk evaluation, root cause analysis, and strategic logic. Exceptional technical report writing and professional communication skills. A valid Driver's licence. Computer literate.
DUTIES	:	Statutory Compliance: Formally accept the written GMR 2.1 appointment to oversee all machinery maintenance and safety requirements as per the OHS Act regulations and standards. Engineering Governance: Enforce occupational health and safety standards, lead incident investigations, conduct safety risk audits, and liaise with the Department of Employment and Labour inspectors. Maintenance & Asset Management: Develop, manage, and audit preventive, corrective, and predictive engineering maintenance systems to maximize plant and equipment uptime. Budgetary & Project Control: Control Capex and operational budgets, manage site services, maintenance projects and coordinate Maintenance & Repair shutdowns. People Leadership: Supervise technical staff, manage workplace discipline, and monitor performance and development.
ENQUIRIES	:	Ms N Mthitshana Tel No: (043) 709 2487/2532
APPLICATIONS	:	Alternatively, applications can be submitted electronically via email to: Noluthando.Mthitshana@echealth.gov.za
POST 36/106	:	**CHIEF ENGINEER GRADE A REF NO: ECHEALTH/ARP/NTSG/CENG/NMAH/01/10/2026**
SALARY	:	R1 137 108 – R1 505 797 per annum, (an all-inclusive package), (OSD). Basic salary consists of 70% or 75% of total package, salary package will be structured according to Middle Management Service guidelines.
CENTRE	:	OR Tambo District, Nelson Mandela Academic Hospital
REQUIREMENTS	:	National Senior Certificate, Degree in Mechanical Engineering (B Eng/BSC (Eng) or relevant qualification. Six (6) years post qualification experience required as a registered professional Engineer. Compulsory registration with ECSA as Professional Engineer. Statutory Certification: Valid Government Certificate of Competency (GCC Factories) is highly mandatory for plants exceeding 3000 kW / 10000 kVA. Competencies: Programme and project management, Engineering design and analysis knowledge, Research and development, Computer-aided engineering applications. Knowledge of legal compliance, technical report writing, Creating high performance culture, Professional judgment, Networking. Strategic capability and leadership, Problem solving and analysis, Decision making, Team leadership, Creativity, Financial Management, Customer focus and Responsiveness, Communication, Computer skills, People Management, Planning and Organising, Conflict Management, Negotiation skills, Change management. Comprehensive knowledge of the Public Service Act, PFMA, and the OHS Act. Strong engineering risk evaluation, root cause analysis, and strategic logic. Exceptional technical report writing and professional communication skills. A valid Driver's licence. Computer literate.
DUTIES	:	Statutory Compliance: Formally accept the written GMR 2.1 appointment to oversee all machinery maintenance and safety requirements as per the OHS Act regulations and standards. Engineering Governance: Enforce occupational health and safety standards, lead incident investigations, conduct safety risk audits, and liaise with the Department of Employment and Labour inspectors. Maintenance & Asset Management: Develop, manage, and audit preventive, corrective, and predictive engineering maintenance systems to maximise plant and equipment uptime. Budgetary & Project Control: Control Capex and operational budgets, manage site services, maintenance projects and coordinate Maintenance & Repair shutdowns. People Leadership: Supervise technical staff, manage workplace discipline, and monitor performance and development.
ENQUIRIES	:	Ms Calaza Tel No: (047) 502 4469
APPLICATIONS	:	Alternatively, applications can be submitted electronically via email to: Nozidumo.Calaza@echealth.gov.za

POST 36/107	:	**DEPUTY MANAGER NURSING REF NO: ECHEALTH/DMN/APL/ZITH/01/10/2026**
SALARY	:	R1 069 215 – R1 219 323 per annum, (an all-inclusive package), (OSD). Basic salary consists of 70% or 75% of total package, salary package will be structured according to Middle Management Service guidelines.
CENTRE	:	OR Tambo District, Zithulele Hospital
REQUIREMENTS	:	Basic R425 qualification Diploma/Degree in Nursing or equivalent qualification that allows registration with SANC as a Professional Nurse General. A postgraduate diploma in Nursing Management/Administration. A minimum of 9 years after registration as a Professional Nurse, at least 4 years' appropriate recognizable experience must be at Management Level. Demonstrate advanced understanding and application of Nursing legislation and related legal and ethical nursing practices. Knowledge of PFMA, HR Management. Knowledge of Public Sector Legislation and relevant Prescript/Regulation, Batho Pele Principles and Patient Rights Charter. Strong leadership, good interpersonal relations, effective problem solving, management and decision-making skills. Good verbal and written communication skills are essential requirements. A valid driver's licence.
DUTIES	:	To manage and provide strategic Nursing leadership and direction to the Nursing Services. Plan and monitor the objectives of the specialized unit in line with the strategic plan of the institution and Department. Coordinate and maintain conducive/constructive working relationships with Nursing and other stakeholders. Ensure compliance with professional and ethical practice. Monitor and ensure nursing care is practiced in accordance with the statutory law, policies and procedures governing the Nursing Profession, Labour and Health Care. Effective management and utilization of Human and Material Resources. Ensure effective implementation of PMDS. Monitor compliance to Quality Assurance and Infection Control and Occupational Health and Safety standards and National Core Standards Compliance. Ensure efficient and effective execution of administration functions of the Nursing unit.
ENQUIRIES	:	Mr K Sobetwa Tel No: (047) 573 8936/073 200 0217
APPLICATIONS	:	Alternatively, applications can be submitted electronically via email to: Sobetwak@gmail.com
POST 36/108	:	**MEDICAL OFFICER GRADE 1 -3 REF NO: ECHEALTH/MO/APL/BCM-FPS/01/10/2026**
SALARY	:	Grade 1: R1 041 402 – R1 121 241 per annum, (an all-inclusive package), (OSD) Grade 2: R1 188 255 – R1 278 089 per annum, (an all-inclusive package), (OSD) Grade 3: R1 375 245 – R1 713 534 per annum, (an all-inclusive package), (OSD) basic salary consists of 70% or 75% of total package, salary package will be structured according to Middle Management Service guidelines.
CENTRE	:	Buffalo City Metro Forensic Pathology Services (Ku Gompo)
REQUIREMENTS	:	Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Practitioner. Registration with a professional council: Registration with the HPCSA as Medical Practitioner. Experience: **Grade 1:** None after registration as Medical Practitioner with HPCSA in respect to 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. Ability to work independently to autopsies

and crime scene investigation. Good practical knowledge of forensic pathology (theory and practice). Knowledge of the relevant legislations. The incumbent to the post is expected to participate in weekend and after-hours work. The incumbent may be required to undergo further training in the medico—legal investigation of un-natural death. Knowledge of applicable parts Of Occupational Health Act and Risk assessment process. Knowledge, Skills, Training and competencies: Ability to perform medico-legal post-mortem examinations and crime scene investigations. Ability to work in multi-disciplinary team setting. A certificate of competence as a forensic medical Officer or work experience in forensic pathology. Excellent communication skills, including computer literacy. Basic knowledge of forensic photography. Ability to make well-founded decisions and conclusions. Resilience and ability to work with fragmented and decomposed remains. Ability to make a positive contribution in a busy department. The incumbent is expected to partake in all the department's academic and training activities. Provision Of a Forensic Pathology Service at a district level as delegated. Produce reports of high quality. Satisfactory level of professional Court attendance. Maintain satisfactory clinical, professional and ethical standards related to Forensic Pathology Services. Attend to administrative matters as required.

DUTIES : To perform medico-legal post-mortem examinations, complete all related investigations and documentation, and finalise post-mortem reports within a 12-week turnaround period. Compile and complete post-mortem reports and all related medico-legal documentation accurately and timeously. Provide conclusion of causes of death based on ancillary investigation reports, as well as efficient expert evidence in court related to all autopsied above cases, including formulating forensic second opinions as requested by the Department of Justice. Attendance of and examination of incident cases. Support to the Heads: Clinical Unit and Department, Medical Specialists and Safe Practices. Personal development and academic contributions: Assist with teaching and training of medical and forensic students, forensic pathology officers in medico-legal autopsies and related investigations.

ENQUIRIES : Ms S Mangoloti Tel No: (043) 708 1720

APPLICATIONS : Alternatively, applications can be submitted electronically via email to: Simphiwe.Mangoloti@echealth.gov.za

POST 36/109 : **MEDICAL PHYSICIST GRADE 1-3 REF NO: ECHEALTH/APL/MED-P/FTH/01/10/2026**

SALARY : Grade 1: R844 128 – R935 049 per annum (an all-inclusive package), (OSD)
Grade 2: R953 094 - R1 055 292 per annum, (an all-inclusive package), (OSD)
Grade 3: R1 087 263 - R1 221 843 per annum, (an all-inclusive package), (OSD)
basic salary consists of 70% or 75% of total package, salary package will be structured according to Middle Management Service guidelines.

CENTRE : Buffalo City Metro, Frere Tertiary Hospital

REQUIREMENTS : An appropriate qualification that allows for registration with the Health Professions Council of South Africa (HPCSA) as a Medical Physicist. Registration with the HPCSA as a Medical Physicist (Independent Practice). Current and active registration with HPCSA as a Medical Physicist Experience: **Grade 1:** None after registration with HPCSA as a Medical Physicist. **Grade 2**: 8 years appropriate experience after registration with the HPCSA as a Medical Physicist. **Grade 3**: 16 years appropriate after registration with the HPCSA as a Medical Physicist. Ability to work under pressure and meet deadlines. Be a highly motivated and methodical individual who pays attention to detail with exceptional standards for accuracy. Capable of using initiative for problem solving, recognizing the need for action, considering possible risks and taking responsibility for results. Good communication, interpersonal relationships, research, development and teaching skills. Knowledge of statutory regulations regarding the medical use of ionizing radiation, particularly concerning diagnostic radiology. Potential to develop management skills. Skills pertaining to the scope of the profession of medical physicists. Understand the physics of radiotherapy, diagnostic X-ray and nuclear medicine equipment, computers and software; and have a thorough knowledge of diagnostic radiology physics.

DUTIES : Routine Medical Physics service delivery activities in Radiotherapy, Nuclear Medicine and Diagnostic Radiology Assisting with departmental administration. Assistance with equipment tender preparation, evaluation and commissioning. Responsibility for the management of the dosimetry, quality assurance and

radiation protection functions of Medical Physics in the Department of Diagnostic Radiology, with support to Radiation Oncology. External Coordination with other institutions in the province or national on Medical Physics activities. Attending and presenting at meetings, workshops and CPD activities. Operation, monitoring of maintenance, record keeping and care of all equipment and accessories. Design and implementation of new protocols. Teaching and training skills, radiation protection and handling, transporting and disposal of radioactive materials. Ability to solve radiotherapy physics problems. Performance of quality control procedures in radiotherapy. Provide medical physics support for radiation oncology treatment unit including Sound knowledge of radiotherapy dosimetry equipment, treatment planning acceptance testing, commissioning, calibration and quality assurance. Provide medical physics support in radiation oncology treatment planning. Participating in the implementation of new treatment techniques. Provide radiation protection services and ensure regulatory compliance for the institution.

ENQUIRIES : Ms N Mthitshana Tel No: (043) 709 2487/2532
APPLICATIONS : Alternatively, applications can be submitted electronically via email to: Noluthando.Mthitshana@echealth.gov.za

POST 36/110 : **CONTROL ENGINEERING TECHNICIAN GRADE A REF NO: ECHEALTH/CENGTEC/APL/FTH01/10/2026**

SALARY : R573 552 – R656 298 per annum, (OSD)
CENTRE : Buffalo City Metro, Frere Tertiary Hospital
REQUIREMENTS : National Senior Certificate, National Diploma in Electrical Engineering or relevant qualification. Six (6) years post qualification technical experience, Compulsory registration with ECSA as a professional engineering technician, Valid driver's license. Proven performance in engineering management is essential. Project management, Technical design and analysis knowledge. Research and development. Computer-aided engineering applications (PLC). Knowledge of legal compliance. Technical report writing. Technical consulting, an initiative-taker who is flexible and adaptable to a changing work environment. Problem solving and analysis, Decision making, Teamwork, creativity, Finance management, Customer focus and responsiveness, Communication, Computer skills, Planning and organising, People management. A valid driver's licence.
DUTIES : Manage technical services, Manage technical services and support in conjunction with Engineers, Technologists and associates in field, workshop and technical office activities. Ensure the promotion of safety in line with statutory and regulatory requirements. Evaluate existing technical manuals, standard drawings and procedures to incorporate new technology and ensure quality assurance of technical designs with specifications and authorise/make recommendations for approval by the relevant authority. Handle multiple projects and multi-disciplinary consulting and contracting teams. Manage administrative and related functions. Provide input into the budget process. Compile and submit report as required. Provide and consolidate inputs to the technical/engineering operational plan. Ensure the development, implementation and maintenance databases, and manage, supervise and control technical related personnel and assets. Diagnosing and solving complex problems, Apply solution and design technique, workflow (processes and procedures, Effective development and implementation of policies, procedures and strategies regarding engineering building issues. Research and development, Continuous professional development to keep up with new technology to improve and procedures, Research/literature studies on technical engineering technology to improve expertise and to liaise with relevant/councils on engineering related matters.
ENQUIRIES : Ms N Mthitshana Tel No: (043) 709 2487/2532
APPLICATIONS : Alternatively, applications can be submitted electronically via email to: Noluthando.Mthitshana@echealth.gov.za

DEPARTMENT OF HUMAN SETTLEMENTS

APPLICATIONS : Applicants must be submitted via the provincial e-recruitment system accessible at: https://ecprov.gov.za and/or at https://erecruitment.ecotp.gov.za. The Provincial e-Recruitment System is available 24/7 and closes at 23: 59 on the Closing Date. To report any e-Recruitment System challenges send an email with your (i) ID Number, (ii) profile email address, (iii) details of your issue

to: e-recruitment@ecdhs.gov.za. Do not send any applications to this email address; should you do so, your applications/ CV will be regarded as lost and will not be considered. Technical support is limited to working hours: (08:00-16:30 Mon-Thursday and 08:00-16:00 on Friday). Direct all enquiries to the specified enquiries person or email Address. Hand-delivered, e-Mailed, Faxed, Posted applications will not be accepted. Where applicants are not able to submit their applications on the e-recruitment system, they must physically bring printed hard copies to Human Resources office at the Head Office, and they will be assisted to capture the hard copy application on the system. The physical address is 31-33 Phillip Frame Road, Chiselhurst, East London.

CLOSING DATE : 23 October 2026. Applications received after closing date will not be considered.

FOR ATTENTION : Or Queries: Contact Mr M. Kana at 071 606 8112 / Mrs N. Mhlawuli at 071 606 5941 / Mr M. Sangqu at 071 606 7842

NOTE : Applications must be submitted on a duly completed New Z83 form (effective from 01 January 2021), e-Recruitment System automatically generates Z83 immediately you press apply and generate Z83. Applicants are not required to submit copies of qualifications and other relevant documents upon application but must submit a fully completed Z83 form and detailed Curriculum Vitae. NB: Z83 in the e-recruitment system is currently not signable; so, applicants who submitted applications via the e-recruitment system will not be disqualified for an unsigned Z83 instead will be requested to sign on/or before the interview day. View the list of the positions you applied for on “My Job Applications” and do note that the system Z83 does not reflect work experience and qualifications, however, every detail of your information does reflect to the Recruitment team. Shortlisted candidates will be required to submit certified copies of qualifications, and other relevant documents (like a copy of Permanent Resident Permit for Non-RSA Citizens/Permanent Resident Permit Holders to HR on or before the interview date. Failure to submit all the required documents will disqualify the application. Correspondence will be limited to short-listed candidates only. If you have not been contacted within six (6) months after the closing date of this advertisement, please accept that your application was unsuccessful. Selected candidates will be subjected to a personnel suitability check (criminal record check, citizenship verification, financial/asset record check, qualification/ study verification and previous employment verification). All shortlisted candidates, including the SMS shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate’s suitability based on the post’s technical and generic requirements, and the other must be an integrity (ethical conduct) assessment. 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 Assessment. Successful candidates will also be subjected to security clearance processes. Where applicable, candidates will be subjected to a skills/ knowledge test. The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. Successful candidates will be appointed on a probation period of twelve 12/24 months. It is the objective to address the Employment Equity Affirmative Action Measures in line with the Employment Equity Plan and to achieve equitable representation across race and gender. The EE targets of the recruiting Department will be adhered to although the applications are welcome from all racial groups. The Recruiting 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. (Females and People with Disabilities are also requested to apply and indicate such in their applications). Misrepresentation in the application documents will result in automatic disqualification and disciplinary action in the event the candidate has already been appointed. SMS pre-entry certificate (Nyukela) must be submitted prior appointment. Full details can be sourced by following the link: https://www.thensg.gov.za/training-course/sms-pre-entry-programme Note: Due to austerity measures, the Department will not carry any related costs (transport, accommodation, and meals) for candidates attending pre-selection assessment/s and interviews. Due to austerity measures, the Department will not carry any related costs (transport, accommodation, and meals) for candidates attending pre-selection assessment/s and interviews.

OTHER POSTS

POST 36/111	:	**CHIEF CONSTRUCTION PROJECT MANAGER PRODUCTION GRADE A REF NO: DHS01/09/2026** Project Management and Quality Assurance
SALARY	:	R1 317 108 per annum, all-inclusive package, OSD
CENTRE	:	Amathole Region (East London)
REQUIREMENTS	:	Matric/ National Senior Certificate/ NQF level 4, NQF level 7 in Built environment as recognised by SAQA with six (06) years' experience as a registered Professional Construction Project Manager with SACPCMP. Compulsory registration with the SACPCMP as a Professional Construction Project Manager on appointment. Knowledge of Human Settlements policies and legislative frameworks. Built environment standards, CIDP regulations, financial and contract management, stakeholder and community engagement. Good communication skills, project management skills, presentation skills, report writing skills, negotiation, facilitation, analytical and critical thinking, conflict management. Ability to work in a team. Computer literate. Must possess a valid driver's licence.
DUTIES	:	Manage Project Initiation and Feasibility processes. Conduct project needs analysis through the review of municipal Integrated Development Plans, Spatial Development Frameworks, feasibility requirements and project costing. Compile and facilitate project funding requests and obtain the necessary approvals. Coordinate the appointment of Professional Service Providers (PSPs), including the development of procurement strategies, Terms of Reference, and liaison with Supply Chain Management processes. Facilitate project inception processes, including stakeholder engagement, contract finalisation, service level agreement, and commencement meetings. Monitor and evaluate feasibility study outputs, provide technical inputs, approve final reports, and facilitate related contractual payments. Manage Project Planning, Design and Procurement processes. Facilitate the procurement and appointment of professional service providers and contractors in accordance with Supply Chain Management requirements. Facilitate stakeholder engagement, contractual agreements and project inception processes. Oversee the preparation, review, approval, and regulatory compliance of project planning and design deliverables. Coordinate project implementation readiness, including National Home Builders Registration Council enrolment, payment administration and site handover processes. Manage project implementation stage. Coordinate stakeholder engagement, site handovers, and the establishment of Project Steering Committee (PSC) and Community Liaison Officers (CLO). Monitor and oversee the construction of services, housing units and rectification works to ensure compliance with project specifications, quality standards and approved implementation plans. Conduct site visits, participate in technical meetings, monitor contractor performance, assess variation requests, and track project progress and cashflow projections. Prepare and present project progress reports and provide support to stakeholders, oversight bodies, and verification teams during project monitoring, evaluation, audit, and compliance processes. Manage project close-out stage. Analyse and validate expenditure against the value created. Verify that all documents, project deliverables are up to date and all issues are resolved. Liaise with the Project Management Unit for the presentation of the project close out file. Submit and present the project close out file to the Technical PACOM. Receive and file the approved project close out resolutions. Manage the allocated resources. Develop employee job descriptions. Develop Standard Operating Procedures. Manage performance of the employees. Manage sound employment relations. Manage employee conditions of service. Facilitate coaching, mentorship, training, and development of employees. Communication management. Attend to Internal Audit and Auditor General's RFI's. Asset management.
ENQUIRIES	:	Contact Mr M. Kana at 071 606 8112 / Mrs N. Mhlawuli 071 606 5941/ Mr M. Sangqu at 071 606 7842
	:	E-Recruitment, email: e-recruitment@ecdhs.gov.za
POST 36/112	:	**DEPUTY DIRECTOR: RISK MANAGEMENT AND INTEGRITY MANAGEMENT REF NO: DHS02/09/2026**
SALARY	:	R932 292 per annum (Level 11), all-inclusive package

CENTRE : Head Office (East London)

REQUIREMENTS : National Senior Certificate, an undergraduate qualification (NQF level 7) in Public Management/ Business Administration/ Public Administration/ Bachelor of Administration/ Risk Management/ Internal Auditing/ Accounting/ Financial Management/ BCom/ Economics as recognised by SAQA with 3 years' experience at Assistant Director level in the field. Compulsory registration with Institute of Risk Management South Africa. Knowledge of Public Sector governance and legislation, risk management frameworks, internal control assurance systems, financial management and budgeting, ethics, integrity and anti-corruption frameworks, organisational and sector knowledge, information and data management. Good communication skills, project management skills, presentation skills, report writing skills, strategic planning, analytical and critical thinking, ethical judgement and integrity. Ability to work in a team. Effective and efficient management and monitoring of organisational budget and expenditure. Computer literate. Able to work under pressure and difficult deadlines. Must possess a valid driver's licence.

DUTIES : Manage the review of Risk Management Framework and Implementation plan. Obtain, analyse and identify gaps that are in the policy, strategy and charter. Circulate, analyse and identify gaps that are in the policy and strategy for comments from Top Management and Risk Management Committee members. Submit inputs of the Risk Management framework to the risk management committee for discussion. Forward the framework to the Head of Department for approval. Obtain Risk Strategy and operational plan. Identify risk management activities and calendar date. Recommend approval of the risk implementation plan to the Accounting Officer. Facilitate Risk Management Committee (RMC) meetings. Draft minutes for RMC meetings. Compile meeting packs seven days prior RMC meetings. Manage the annual risk assessment process and the maintenance of risk register. Issue a notification letter with dates to Senior Management Service. Provide support to programmes on the identification, evaluation and assessment of risks. Record all identified strategic/operational risk, controls and actions to improve management of risk. Monitor the implementation of risk plan. Record all actions taken on the risk control plan. Compile quarterly reports. Promote the risk awareness culture and risk appetite throughout the department. Arrange risk awareness sessions for the department. Facilitate the promotion of risk awareness programme to various stakeholders. Manage Business Continuity Plan (BCP) within the department. Facilitate the review and maintenance of the BCP and all other relevant documents. Facilitate appointment and functioning of BCP. Facilitate the implementation of BCP when disasters occur. Monitor and report on the implementation of BCP until the situation subside and operations come to normality. Coordinate the BCP task team. Report to the departmental Governance Committee. Monitor resources within the sub-directorate. Timeously develop job description. Manage performance of the directorate. Manage sound employment relations. Manage employee conditions of service. Facilitate coaching, mentorship, training, and development of sub-ordinates for effective and efficient service delivery. Establish, implement and maintain effective and efficient communication. Manage asset of the Directorate. Monitor the development and the implementation of the Directorate Standard Operating Procedures. Attend to Internal Audit, Auditor Generals RFIs, Audit Outcomes and Findings.

ENQUIRIES : Contact Mr M. Kana at 071 606 8112 / Mrs N. Mhlawuli at 071 606 5941/ Mr M. Sangqu at 071 606 7842
E-Recruitment, email: e-recruitment@ecdhs.gov.za

POST 36/113 : **CONSTRUCTION PROJECT MANAGER GRADE A REF NO: DHS03/09/2026 (X2 POSTS)**
Project Management and Quality Assurance

SALARY : R914 517 per annum, all-inclusive package, OSD

CENTRE : Chris Hani Region (Queenstown)

REQUIREMENTS : National Senior Certificate, National Higher Diploma (Built environment field) with a minimum of four (4) years' and six months certified experience or a BTech (Built environment field) with a minimum of four (4) years' certified managerial experience or Honours Degree in any Built Environment with a minimum of 3 years' experience. Compulsory registration with the SACPCMP as a Professional Construction Project Manager on appointment. Knowledge of Human Settlements policies and legislative frameworks. Built environment

standards, CIDP regulations, financial and contract management, stakeholder and community engagement. Good communication skills, project management skills, presentation skills, report writing skills, negotiation, facilitation, analytical and critical thinking, conflict management. Ability to work in a team. Computer literate. Must possess a valid driver's licence.

DUTIES : Co-ordinate the project initiation stage. Open the project file. Provide input during the development of the procurement strategy. Provide input in the development of the Terms of Reference (T.O.R). Prepare Professional Service Provider's (PSP) payment certificate for the feasibility report. Co-ordinate the project planning and design stage. Organise meetings with the appointed PSP and district/local municipalities to communicate and agree on the requirements. Prepare the submission payment certificate for Supply Chain Management (SCM) returnable schedules. Provide input during the development of Service Level Agreement (SLA). Organise meetings with the professional services. Provide input during the first draft of planning and design deliverables. Prepare payment certificate to the PSP for Geotech, Environmental Impact Assessment, house plans and design reports. Submit project enrolment file to the Project Management Unit. Provide input during the development of the Procurement Strategy for contractors required. Provide inputs during the development of (TOR) and present to the Bid Specification Committee for approval. Organise meetings with the appointed contractors and district/local municipalities to communicate and agree on the requirements. Provide inputs during the development of the SLA. Liaise with PSP's for the site handover. Coordinate the project implementation stage. Facilitate the construction of services. Facilitate the construction of housing units. Facilitate the rectification of housing units. Draft invitation letters for the introduction of stakeholders to municipalities. Liaise with the contractor in preparation for handing over of documents. Issue the copies of building drawings, milestone breakdown, PIPs and specifications to the Control Works Inspector. Liaise with Social Facilitation and Beneficiary Administration units for the establishment of Project Steering Committees and appointment of the Community Liaison Officer. Conduct progress and technical meetings. Conduct site visits to monitor progress on site. Verify value created on site, validate and process project claims. Make follow-ups with District support services on the payment claims. Submit copies of the payment stubs and payment reconciliation to the PSP and file. Prepare and submit quarterly contractor performance reports. Analyse and validate expenditure against the value created. Provide input during the preparation of variation orders. Prepare motivation for the issuing of non-performance notices. Prepare and present reports to various stakeholders. Provide support to the various stakeholders during project visits and verifications. Coordinate project Close-Out stage. Facilitate the submission of the close out report. Validate required documents in the project file. Source any outstanding required documents in the project file. Submit the project file to CCPM for project close out. File the approved project close out resolutions.

ENQUIRIES : Contact Mr M. Kana at 071 606 8112 / Mrs N. Mhlawuli at 071 606 5941/ Mr M. Sangqu at 071 606 7842
E-Recruitment, email: e-recruitment@ecdhs.gov.za

POST 36/114 : **ASSISTANT DIRECTOR: INTERNAL AUDIT REF NO: DHS04/09/2026**

SALARY : R487 197 per annum (Level 09)
CENTRE : Head Office (East London)
REQUIREMENTS : National Senior Certificate, National Diploma (NQF level 6) B/ Degree (NQF level 7) in Risk Management/ Internal Auditing/ BCom Accounting/ BCOMPT as recognised by SAQA with 3 years supervisory level experience in the field. Compulsory registration with the Institute of Internal Auditors South Africa. Knowledge of Public Sector governance and legislation. Knowledge of departmental policies and operational procedures, internal auditing principles, methodologies and practices, risk management principles and frameworks, financial management and accounting principles, performance information auditing and compliance auditing. Ability to analyse data. Good communication skills, project management skills, presentation skills, report writing skills, internal audit, analytical and critical thinking, investigation and evaluation. Ability to work in a team. Effective and efficient management and monitoring of organisational budget and expenditure. Computer literate. Must possess a valid driver's licence.

DUTIES	:	Facilitate the audit planning process. Identify Internal Audits planned to be conducted using the Internal Audit Plan. Request relevant Auditors for the relevant Audit assignments. Organise team briefing meetings. Create audit file on teammate. Conduct preliminary survey. Prepare memorandum for draft audit planning. Conduct pre-engagement meeting with clients. Guide and review Internal Auditors on preparation of systems descriptions, risk matrix and audit programme. Facilitate the execution of audit programme. Review the design of working paper. Monitor the day-to-day execution and completed working papers. Review exception standard report. Lead discussion of audit findings with Auditee. Supervise Internal Audit team on execution of the Audit programme. Facilitate the reporting phase of the audit. Prepare internal audit report. Present draft Internal Audit reports to the manager and attend relevant reviews. Organise closing meetings with Auditee. Communicate audit results of engagement. Review project file. Facilitate the monitoring of agreed action plans. Review and guide Internal Auditors on the implementation of agreed action plans. Update the Internal Audit Finding Register. Present draft Internal Audit reports to manager and attend relevant reviews. Draft a follow-up Internal Audit report. Communicate audit result with Auditee and Internal Audit Management. Manage resources within the directorate. Timeously develop job description. Manage performance of the directorate. Manage sound employment relations. Manage employee conditions of service. Facilitate coaching, mentorship, training, and development of sub-ordinates for effective and efficient service delivery. Establish, implement and maintain effective and efficient communication. Manage asset of the Directorate. Attend to Internal Audit, Auditor Generals RFIs, Audit Outcomes and Findings. Draft Audit Committee Chairperson Forum (ACCF) and Chief Audit Executive (CAE) reports. Update of quality assurance improvement programme.
ENQUIRIES	:	Contact Mr M. Kana at 071 606 8112 / Mrs N. Mhlawuli at 071 606 5941/ Mr M. Sangqu at 071 606 7842 E-Recruitment, email: e-recruitment@ecdhs.gov.za
POST 36/115	:	**FINANCE CLERK PRODUCTION REF NO: DHS05/09/2026 (X3 POSTS)** Grant Management
SALARY	:	R237 453 per annum (Level 05)
CENTRE	:	Head Office (East London)
REQUIREMENTS	:	National Senior Certificate/NQF level 4 with accounting as a subject and no experience. Knowledge of Public Finance and Grants Frameworks, Human Settlements policy and legislative environment. Good communication skills, report writing, financial and analytical as well as the ability to work in a team.
DUTIES	:	Provide clerical support in the management of Human Settlements Conditional Grants. Receive payments for capturing. Verify payments for compliance. Capture claims on Basic Accounting System. Submit project payments for authorisation. Provide clerical support in the compilation of Compliance Reports. Compile journals. Capture the journals on Basic Accounting System. Draw BAS expenditure reports. File journals after processing. Provide clerical support in the reconciliation of BAS and project payments. Receive payment stubs. Verify the correctness of amounts and banking details. Attach stubs and sort in numerical order. Reconcile BAS paid payments with Housing Subsidy System. Records management. Request for Electronic Bank Transfers (EBT) payment lists. Sort payments numerically. File the payments. Receive RFI's and provide information to auditors, Internal and/or External stakeholders.
ENQUIRIES	:	Contact Mr M. Kana at 071 606 8112 / Mrs N. Mhlawuli at 071 606 5941/ Mr M. Sangqu at 071 606 7842 E-Recruitment enquiries: e-recruitment@ecdhs.gov.za
POST 36/116	:	**ADMINISTRATION CLERK: HOUSING SUBSIDY SYSTEMS REF NO: DHS06/09/2026**
SALARY	:	R237 453 per annum (Level 05)
CENTRE	:	Head Office (East London)
REQUIREMENTS	:	National Senior Certificate/NQF level 4 with no work experience. Must have good communication skills (verbal and written), job knowledge, interpersonal relations and ability to work in a team. Computer literate and the ability of planning and organisation.
DUTIES	:	Render general clerical support services to the Human Settlements Subsidy Systems unit. Record, organise, store, capture and retrieve correspondence

and data. Update registers and statistics. Handle routine enquiries. Make photocopies and receive correspondence. Distribute documents/packages to various stakeholders as required. Keep and maintain the filing system for the component. Type letters and/or other correspondence when required. Keep and maintain the incoming and outgoing document register of the component. Provide supply chain clerical support services within the component. Liaise with internal and external stakeholders in relation to procurement of goods and services. Obtain quotations, complete procurement forms for the purchasing of standard office items. Stock control of office stationery. Keep and maintain the asset register of the component. Provide personnel administration clerical support services within the component. Keep and maintain personnel records in the component. Keep and maintain the attendance register of the component. Arrange travelling and accommodation. Provide financial administration support services in the component. Capture and update expenditure in the component. Check correctness of subsistence and travel claims of officials and submit to manager for approval.

ENQUIRIES : Contact Mr M. Kana at 071 606 8112/ Mrs N. Mhlawuli at 071 606 5941 / Mr M. Sangqu at 071 606 7842
E-Recruitment enquiries: e-recruitment@ecdhs.gov.za

POST 36/117 : **ADMINISTRATION CLERK: HOUSING PROPERTY MANAGEMENT REF NO: DHS07/09/2026**

SALARY : R237 453 per annum (Level 05)
CENTRE : OR Tambo Region (Mthatha)
REQUIREMENTS : National Senior Certificate/ NQF level 4 with no work experience. Must have good communication skills (verbal and written), job knowledge, interpersonal relations and ability to work in a team. Computer literate and the ability of planning and organisation.

DUTIES : Render general clerical support services (Line function). Record, organise, store, capture and retrieve correspondence and data. Update registers and statistics. Handle routine enquiries. Make photocopies and receive correspondence. Distribute documents/packages to various stakeholders as required. Keep and maintain the filing system for the component. Type letters and/or other correspondence when required. Keep and maintain the incoming and outgoing document register of the component. Provide supply chain clerical support services within the component. Liaise with internal and external stakeholders in relation to procurement of goods and services. Obtain quotations, complete procurement forms for the purchasing of standard office items. Stock control of office stationery. Keep and maintain the asset register of the component. Provide personnel administration clerical support services within the component. Keep and maintain personnel records in the component. Keep and maintain the attendance register of the component. Arrange travelling and accommodation. Provide financial administration support services in the component. Capture and update expenditure in the component. Check correctness of subsistence and travel claims of officials and submit to manager for approval.

ENQUIRIES : Contact Mr M. Kana at 071 606 8112 / Mrs N. Mhlawuli at 071 606 5941/ Mr M. Sangqu at 071 606 7842
E-Recruitment enquiries: e-recruitment@ecdhs.gov.za

POST 36/118 : **HR CLERK PRODUCTION: HRP INFORMATION SYSTEMS AND HRA SERVICES REF NO: DHS08/09/2026**

SALARY : R237 453 per annum (Level 05)
CENTRE : Head Office (East London)
REQUIREMENTS : National Senior Certificate/NQF level 4 with no experience. Knowledge of government policies and prescripts, recruitment and selection process, conditions of service and employee benefits, personnel administration, electronic HR systems, records and document management and performance management. Ability to handle confidential information with discretion. Good interpersonal relationships and ability work in a team. Computer literate and time management.

DUTIES : Administer the recruitment, selection and appointments. Receive and verify applications for compliance with advertisement requirements. Maintain and update recruitment master lists and vacancy tracking systems. Prepare documents and provide secretariat support for shortlisting and interview

processes. Conduct reference checks, qualifications verifications and other screening activities. Prepare appointment and regret letters. Capture and process approved personnel transaction on PERSAL. Maintain accurate recruitment and appointment records. Administer conditions of service and employee benefits. Process salary structuring, allowances, pay progression and related benefits on PERSAL. Provide advice and guidance to employees on conditions of service and remuneration matters. Process housing, travel, acting and other approved employment benefits. Monitor compliance with applicable collective agreements, directives and policies governing conditions of service. Administer movements and service transactions. Administer transfers, relocations, secondments, promotions and other employee movements. Process appointments, terminations and service status changes on PERSAL. Verify the accuracy and completeness of supporting documentation for service transactions. Administer the implementation of approved employee movements and related personnel actions. Administer Human Resource information and records. Capture, update and maintain employee information on PERSAL. Prepare and submit HR documentation for record management and audit purposes. Maintain proper filing and safekeeping of all personnel records and transaction documents.

ENQUIRIES : Contact Mr M. Kana at 071 606 8112 / Mrs N. Mhlawuli at 071 606 5941/ Mr M. Sangqu at 071 606 7842
E-Recruitment enquiries: e-recruitment@ecdhs.gov.za

POST 36/119 : **HR REGISTRY CLERK PRODUCTION: HRP INFORMATION SYSTEMS AND HRA SERVICES REF NO: DHS09/09/2026**

SALARY : R237 453 per annum (Level 05)
CENTRE : Head Office (East London)
REQUIREMENTS : National Senior Certificate/ NQF level 4 with no experience. Knowledge of registry administration, records management and archival practices. Knowledge of filing systems, document classification, indexing and retrieval processes. Ability to maintain confidentiality and handle sensitive information. Computer literate and the ability to work under pressure and meet deadlines.
DUTIES : Provide registry counter services. Attend to clients. Handle telephonic and other enquiries received. Receive and register hand delivered files. Handle incoming and outgoing correspondence. Receive all HR related correspondence. Sort, register and dispatch correspondence. Render an effective filling and record management service. Open and close files according to record classification system. File/store, trace (electronically/manually) and retrieve documents and files. Complete index cards for all files. Attend to auditors, internal/external stakeholders request for information. Process documents for archiving and disposal. Scan files electronically. Sort and package files for archives and distribution. Compile list of documents to be archived and submit to the supervisor. Keep records for archived documents.
ENQUIRIES : Contact Mr M. Kana at 071 606 8112 / Mrs N. Mhlawuli at 071 606 5941/ Mr M. Sangqu at 071 606 7842
E-Recruitment enquiries: e-recruitment@ecdhs.gov.za

POST 36/120 : **ADMINISTRATIVE CLERK PRODUCTION: ORGANISATIONAL DESIGN AND SERVICE EXCELLENCE REF NO: DHS10/09/2026**

SALARY : R237 453 per annum (Level 05)
CENTRE : Head Office (East London)
REQUIREMENTS : National Senior Certificate, NQF level 4 with no experience. Knowledge of office administration procedures and record management, confidentiality and handling of official information. Good communication skills (written and verbal) and computer literate. Ability to work in a team and with collaborations, attention to detail, time management and customer care.
DUTIES : Provide clerical support to the unit. Draft routine memoranda, letters, submissions and administrative reports. Maintain registers, filling systems and administrative records for the unit. Photocopy, scan, print and distribute documents as required. Follow up on outstanding documents and provide feedback to the supervisor. Render records and information management support services to the unit. Open, update and maintain physical and electronic files in line with records management requirements. Capture and update information relating to structures, job descriptions, job evaluation and service

excellence activities. Maintain databases, spreadsheets and tracking tools for the unit. Retrieve records and provide information to officials when required. Ensure safekeeping and confidentiality of official records. Provide logistical and secretariat support. Arrange meetings, venues, attendance registers and related logistical requirements. Prepare and distribute agendas, meeting packs and supporting documents. Records minutes, decisions and action items during meetings when required. Follow up on action items and update tracking registers. Render support with the coordination of workshops, awareness sessions and stakeholder engagements. Provide general office, procurement and stakeholder support. Render support with requisitions, stationery requests and basic procurement administration. Receive and direct enquiries from internal and external stakeholders. Maintain office equipment usage records and report faults to the relevant unit. Render support in the circulation, signing and filing of job descriptions, plans, reports and submissions. Compile routine administrative updates for the supervisor.

ENQUIRIES : Contact Mr M. Kana at 071 606 8112 / Mrs N. Mhlawuli at 071 606 5941/ Mr M. Sangqu at 071 606 7842
E-Recruitment enquiries: e-recruitment@ecdhs.gov.za

POST 36/121 : **DRIVER/MESSENGER: WORK ENVIRONMENT MANAGEMENT REF NO: DHS11/09/2026**

SALARY : R201 093 per annum (Level 04)
CENTRE : Head Office (East London)
REQUIREMENTS : NQF level 2 as recognised by SAQA with no experience. Valid drivers' licence with PDP. Knowledge of Road traffic laws and regulations, government transport policies and procedures, geographical knowledge, vehicle maintenance and safety, document handling and records management. Good communication skills. Confidentiality and ethical conduct. Physical fitness and alertness, customer service and time management.
DUTIES : Render transport and driving services. Fairy employees to various destinations. Transport material and equipment. Apply road safety and precautionary measures. Complete logbooks and trip sheets. Conduct basic vehicle checks and report faults. Provide transport administrative services. Close daily and weekly kilometre readings and facilitate the recording of readings. Complete vehicle logbook and trip authorisations. Consolidate monthly vehicle returns. Load and offload goods/equipment. Submit accident reports. Maintenance of motor vehicles. Inspect motor vehicles and report defects. Login calls to Government Motor Financial Services (GFMS) for motor vehicle service, repairs and maintenance. Clean and lubricate machinery equipment. Book vehicles for wash and cleaning. Render clerical support/messenger duties. Sort and arrange correspondence. Collect, distribute and circulate correspondence. Records and control correspondence. Facilitate that the recipients sign on the delivery book/register. Safekeeping of logbooks, petrol cards and trip authorisations. Deliver documents between head office, sister departments and institutions. Ascertain parcels and files are properly sealed and addressed. Maintain confidentiality of government information. Prevent damage, loss or unauthorised access during transportation.
ENQUIRIES : Contact Mr M. Kana at 071 606 8112/Mrs N. Mhlawuli at 071 606 5941 /Mr M. Sangqu at 071 606 7842
E-Recruitment enquiries: e-recruitment@ecdhs.gov.za

POST 36/122 : **DRIVER/MESSENGER: ADMIN SUPPORT SERVICES REF NO: DHS12/09/2026**

SALARY : R201 093 per annum (Level 04)
CENTRE : Buffalo City Metro Region (East London)
REQUIREMENTS : NQF level 2 as recognised by SAQA with no experience. Valid drivers' licence with PDP. Knowledge of Road traffic laws and regulations, government transport policies and procedures, geographical knowledge, vehicle maintenance and safety, document handling and records management. Good communication skills. Confidentiality and ethical conduct. Physical fitness and alertness, customer service and time management.
DUTIES : Render transport and driving services. Fairy employees to various destinations. Transport material and equipment. Apply road safety and precautionary measures. Complete logbooks and trip sheets. Conduct basic vehicle checks and report faults. Provide transport administrative services. Close daily and

weekly kilometre readings and facilitate the recording of readings. Complete vehicle logbook and trip authorisations. Consolidate monthly vehicle returns. Load and offload goods/equipment. Submit accident reports. Maintenance of motor vehicles. Inspect motor vehicles and report defects. Login calls to Government Motor Financial Services (GFMS) for motor vehicle service, repairs and maintenance. Clean and lubricate machinery equipment. Book vehicles for wash and cleaning. Render clerical support/messenger duties. Sort and arrange correspondence. Collect, distribute and circulate correspondence. Records and control correspondence. Facilitate that the recipients sign on the delivery book/register. Safekeeping of logbooks, petrol cards and trip authorisations. Deliver documents between head office, sister departments and institutions. Ascertain parcels and files are properly sealed and addressed. Maintain confidentiality of government information. Prevent damage, loss or unauthorised access during transportation.

ENQUIRIES : Contact Mr M. Kana at 071 606 8112 / Mrs N. Mhlawuli at 071 606 5941/ Mr M. Sangqu at 071 606 7842
E-Recruitment enquiries: e-recruitment@ecdhs.gov.za

POST 36/123 : **DRIVER MESSENGER: ADMIN SUPPORT SERVICES REF NO: DHS13/09/2026**

SALARY : R201 093 per annum (Level 04)
CENTRE : Nelson Mandela Bay Region (Gqeberha)
REQUIREMENTS : NQF level 2 as recognised by SAQA with no experience. Valid drivers' licence with PDP. Knowledge of Road traffic laws and regulations, government transport policies and procedures, geographical knowledge, vehicle maintenance and safety, document handling and records management. Good communication skills. Confidentiality and ethical conduct. Physical fitness and alertness, customer service and time management.
DUTIES : Render transport and driving services. Fairy employees to various destinations. Transport material and equipment. Apply road safety and precautionary measures. Complete logbooks and trip sheets. Conduct basic vehicle checks and report faults. Provide transport administrative services. Close daily and weekly kilometre readings and facilitate the recording of readings. Complete vehicle logbook and trip authorisations. Consolidate monthly vehicle returns. Load and offload goods/equipment. Submit accident reports. Maintenance of motor vehicles. Inspect motor vehicles and report defects. Login calls to Government Motor Financial Services (GFMS) for motor vehicle service, repairs and maintenance. Clean and lubricate machinery equipment. Book vehicles for wash and cleaning. Render clerical support/messenger duties. Sort and arrange correspondence. Collect, distribute and circulate correspondence. Records and control correspondence. Facilitate that the recipients sign on the delivery book/register. Safekeeping of logbooks, petrol cards and trip authorisations. Deliver documents between head office, sister departments and institutions. Ascertain parcels and files are properly sealed and addressed. Maintain confidentiality of government information. Prevent damage, loss or unauthorised access during transportation.
ENQUIRIES : Contact Mr M. Kana at 071 606 8112/Mrs N. Mhlawuli at 071 606 5941 /Mr M. Sangqu at 071 606 7842
E-Recruitment enquiries: e-recruitment@ecdhs.gov.za

POST 36/124 : **CLEANER: ADMIN SUPPORT SERVICES REF NO: DHS14/09/2026**

SALARY : R144 024 per annum (Level 02)
CENTRE : Amathole Region (East London)
REQUIREMENTS : ABET level 4 with no experience. Knowledge of cleaning methods and procedures as well as the safe handling of cleaning material and equipment, hygiene, waste management and sanitation practices. Ability to identify and report health and safety hazards. Time management and ability to follow instruction accurately.
DUTIES : Provide cleaning services to office corridors, offices, elevators and boardrooms. Dust and wax office furniture. Sweep, scrub and wax floors. Vacuum and shampoo floors. Clean walls, windows and doors. Empty and clean bins. Collect and remove waste papers. Freshen office areas. Provide general kitchen cleaning services. Clean basins. Clean cupboards. Wash and keep stock of kitchen utensils. Sweep and mop the floor. Empty and clean bins. Clean eating utensils for all employees in the district office. Provide cleaning

services to ablution facilities. Refill handwash liquid soap. Replace toilet papers, hand towels and refreshers. Empty and wash waste bins. Sweep and mop the floors. Maintain cleaning material and equipment. Report broken cleaning machines and equipment. Clean machines (microwaves, vacuum cleaners, fridges, etc) and equipment after use. Request cleaning materials. Safe storing of the cleaning material.

ENQUIRIES : Contact Mr M. Kana at 071 606 8112 / Mrs N. Mhlawuli at 071 606 5941/ Mr M. Sangqu at 071 606 7842
E-Recruitment enquiries: e-recruitment@ecdhs.gov.za

DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE

The Department of Public Works & Infrastructure in the Eastern Cape is an equal opportunity, affirmative action employer. Women, Youth and persons with disabilities are encouraged to apply. Employment Equity targets of the Department will be adhered to.

APPLICATIONS : Applicants must be submitted via the provincial e-recruitment system accessible at: https://ecprov.gov.za and/or at https://erecruitment.ecotp.gov.za The Provincial e-Recruitment System is available 24/7 and closes at 23: 59 on the Closing Date. To report any e-Recruitment System challenges send an email with your (i) ID Number, (ii) profile email address, (iii) details of your issue to: e-recruitment-bhisho@ecdpw.gov.za. Do not send any applications to this email address; should you do so, your applications/ CV will be regarded as lost and will not be considered. Technical support is limited to working hours: (08:00-16:30 Mon-Thursday and 08:00-16:00 on Friday). Direct all enquiries to the specified enquiries person or email Address. Hand-delivered, e-Mailed, Faxed, Posted applications will not be accepted.

CLOSING DATE : 23 October 2026. Applications received after closing date will not be considered.

NOTE : Applications must be submitted on a duly completed New Z83 form (effective from 01 January 2021), e-Recruitment System automatically generates Z83 immediately you press apply and generate Z83. Applicants are not required to submit copies of qualifications and other relevant documents upon application but must submit a fully completed Z83 form and detailed Curriculum Vitae. NB: Z83 in the e-recruitment system is currently not signable; so, applicants who submitted applications via the e-recruitment system will not be disqualified for an unsigned Z83 instead will be requested to sign on/or before the interview day. View the list of the positions you applied for on “My Job Applications” and do note that the system Z83 does not reflect work experience and qualifications, however, every detail of your information does reflect to the Recruitment team. Shortlisted candidates will be required to submit certified copies of qualifications, and other relevant documents (like a copy of Permanent Resident Permit for Non-RSA Citizens/Permanent Resident Permit Holders to HR on or before the interview date. Failure to submit all the required documents will disqualify the application. Correspondence will be limited to short-listed candidates only. If you have not been contacted within six (6) months after the closing date of this advertisement, please accept that your application was unsuccessful. Selected candidates will be subjected to a personnel suitability check (criminal record check, citizenship verification, financial/asset record check, qualification/ study verification and previous employment verification). All shortlisted candidates, including the SMS shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate’s suitability based on the post’s technical and generic requirements, and the other must be an integrity (ethical conduct) assessment. 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 Assessment. Successful candidates will also be subjected to security clearance processes. Where applicable, candidates will be subjected to a skills/ knowledge test. The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. Successful candidates will be appointed on a probation period of twelve 12/24 months. It is the objective to address the Employment Equity Affirmative Action Measures in line with the Employment Equity Plan and to achieve equitable representation across race and gender. The EE targets of the recruiting Department will be adhered to although the applications are welcome from all racial groups. The Recruiting 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. (Females and People with Disabilities are also requested to apply and indicate such in their applications). Misrepresentation in the application documents will result in automatic disqualification and disciplinary action in the event the candidate has already been appointed. SMS pre-entry certificate (Nyukela) must be submitted prior appointment. Full details can be sourced by following the link: https://www.thensg.gov.za/training-course/sms-pre-entry-programme Note: Due to austerity measures, the Department will not carry any related costs (transport, accommodation, and meals) for candidates attending pre-selection assessment/s and interviews. Due to austerity measures, the Department will not carry any related costs (transport, accommodation, and meals) for candidates attending pre-selection assessment/s and interviews.

OTHER POSTS

POST 36/125 : **CONTROL ENGINEERING TECHNOLOGIST: INFRASTRUCTURE DELIVERY FOR EDUCATION FACILITIES REF NO: DPWI 01/09/2026**

SALARY : R958 776 per annum, (OSD)
CENTRE : Bhisho
REQUIREMENTS : National Senior Certificate, Bachelor of Technology in Engineering (B Tech), or a relevant qualification, with six (6) years' post-qualification Engineering Technologist experience required. A valid driver's license. Compulsory registration with ECSA as an Engineering Technologist. Knowledge And Skills: Strategic capability and leadership, problem-solving and analysis, decision-making. Team leadership, Creativity, Financial management, Customer focus and responsiveness, Communication, Computer skills, People management, Planning and organizing, Conflict management, Negotiation skills, and Change management. Competencies: Programme and project management. Engineering, legal and operational compliance. Engineering operational communication. Process knowledge and skills. Maintenance skills and knowledge. Mobile equipment operating skills. Engineering design and analysis knowledge. Research and development. Computer-aided engineering applications. Creating high-performance culture. Technical consulting. Engineering and professional judgement.
DUTIES : Engineering design and analysis effectiveness: Perform final review 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 organisational objectives to ensure optimum operational availability; monitor maintenance efficiencies according to organisational goals to direct b or redirect engineering services for the attainment of organisational objectives. Governance: Allocate, control, monitor and report on all resources; compile risk logs and manage significant risk according to sound risk management practice and organizational requirements; provide technical consulting services for the operation on engineering-related matters to minimize possible engineering risks; manage and implement knowledge sharing initiatives, e.g. short-term assignments and secondments within and across operations, in support of individual development plans, operational requirements and return on investment. Continuously monitor the exchange and protection of information between operations and individuals to ensure effective knowledge management according to departmental objectives. Financial Management: Ensure the availability and management of funds to meet the MTEF objectives within the engineering environment/services, manage the operational capital project portfolio for the operation to ensure effective resourcing according to organizational needs and objectives, manage the commercial value add of the discipline-related programmes and projects, facilitate the compilation of innovation proposals to ensure validity and adherence to organizational principles, allocate, control and monitor expenditure according to budget to ensure efficient cash flow management. People Management: Manage the development, motivation and utilization of human resources for discipline to ensure a competent knowledge base for the continued success of engineering services according to organizational needs and requirements. Manage subordinates' key performance areas by setting

and monitoring performance standards and taking actions to correct deviations to achieve departmental objectives.

ENQUIRIES : Mr. T. Matiso at 066 489 6117/Ms S. Zazini Tel No: (040) 602 4236 / Mr L Maliti Tel No: (040) 602 4272

: e-recruitment Technical Enquiries: e-recruitment-bhisho@ecdpw.gov.za

POST 36/126 : **CONTROL ARCHITECTURAL TECHNOLOGIST: INFRASTRUCTURE DELIVERY FOR HEALTH FACILITIES REF NO: DPWI 02/09/2026**

SALARY : R958 776 per annum, (OSD)
CENTRE : Bhisho
REQUIREMENTS : National Senior Certificate, Bachelor of Technology in Architecture (B Tech) or relevant qualification with six (6) years of post-qualification Architectural Technologist experience required. A valid driver's license. Compulsory registration with SACAP as an Architectural Technologist. Competencies: Project Management, Problem solving and analysis, Decision making, Team leadership, Creativity, Change management, financial management, Customer focus and responsiveness, Communication, Computer skills, Planning and organizing, and People management.

DUTIES : Manage technological advisory services: Plan technical support to architects and associate professionals in site surveying, preparing measured drawings of existing buildings, collecting practical information relating to the proposed project, and preparing presentation drawings and models of the design. Manage and lead the design process, landscape design and presentation, and preparation of working drawings that will serve as legal instruction to the building contractor to ensure that the building is built according to the working drawings and other legal documents. Ensure the adherence and promotion of safety standards in line with statutory and regulatory requirements. Solve broadly defined technological challenges through application of proven techniques and procedures, and develop, maintain, and manage current technologies. Monitoring and Evaluation of technological designs: Evaluate and monitor existing technical manuals, standard drawings, and procedures to incorporate new technology. Ensure quality assurance of technical designs with specifications and make recommendations for approval by the relevant authority, and identify and optimize technical solutions by applying architectural principles. Manage administrative and related functions: Provide input into the budgeting process, compile and submit reports as required, provide and consolidate inputs to the technological/ architectural operational plan, ensure the development, implementation, and maintenance of the database, and manage and supervise technological and related personnel and assets. Research and development: Continuous professional development to keep up with new technologies and procedures, Research/literature studies on architectural technology to improve expertise and liaise with relevant bodies/ councils on architectural-related matters.

ENQUIRIES : Mr. T. Matiso at 066 489 6117/Ms S. Zazini Tel No: (040) 602 4236/ Mr L Maliti Tel No: (040) 602 4272

: e-recruitment Technical Enquiries: e-recruitment-bhisho@ecdpw.gov.za

POST 36/127 : **ARCHITECTURAL TECHNOLOGIST: INFRASTRUCTURE DELIVERY FOR HEALTH FACILITIES REF NO: DPWI 03/09/2026**

SALARY : R471 720 per annum, (an all-inclusive remuneration package), (OSD)
CENTRE : Head Office (Bhisho)
REQUIREMENTS : National Senior Certificate, Bachelor of Technology in Architecture (B Tech) or relevant qualification with three (3) years post-qualification Architectural Technologist experience required. A valid driver's license. Compulsory registration with SACAP as an Architectural Technologist. Competencies: Project Management, Problem Solving and analysis, Decision making, Team leadership, Creativity, Change management, financial management, Customer focus and responsiveness, Communication, Computer skills, Planning and organizing, and People management.

DUTIES : Manage technological advisory services: Plan technical support to architects and associate professionals in site surveying, preparing measured drawings of existing buildings, collecting practical information relating to the proposed project, and preparing presentation drawings and models of the design. Manage and lead the design process, landscape design and presentation, and preparation of working drawings that will serve as legal instruction to the

building contractor to ensure that the building is built according to the working drawings and other legal documents. Ensure the adherence and promotion of safety standards in line with statutory and regulatory requirements. Solve broadly defined technological challenges through application of proven techniques and procedures, and develop, maintain, and manage current technologies. Monitoring and Evaluation of technological designs: Evaluate and monitor existing technical manuals, standard drawings and procedures to incorporate new technology. Ensure quality assurance of technical designs with specifications and make recommendations for approval by the relevant authority and identify and optimize technical solutions by applying architectural principles. Manage administrative and related functions: Provide input into the budgeting process, compile and submit reports as required, provide and consolidate inputs to the technological/ architectural operational plan, ensure the development, implementation, and maintenance of the database, and manage and supervise technological and related personnel and assets. Research and development: Continuous professional development to keep up with new technologies and procedures, Research/literature studies on architectural technology to improve expertise and liaise with relevant bodies/ councils on architectural-related matters.

ENQUIRIES : Mr.T. Matiso at 066 489 6117/Ms S. Zazini Tel No: (040) 602 4236 / Mr L Maliti Tel No: (040) 602 4272

: e-recruitment Technical Enquiries: e-recruitment-bhisho@ecdpw.gov.za

POST 36/128 : **ENGINEERING TECHNOLOGIST: INFRASTRUCTURE FOR EDUCATION FACILITIES AND OTHER DEPARTMENTS (X2 POSTS)**

SALARY : R471 720 per annum, (OSD)

CENTRE : Bhisho:
Ref No: DPWI 04/09/2026
Ref No: DPWI 05/09/2026

REQUIREMENTS : National Senior Certificate, Bachelor of Technology in Engineering (B Tech) or relevant qualification with three (3) years' post-qualification Engineering Technologist experience required. A valid driver's license. Compulsory registration with ECSA as an Engineer Technologist. Knowledge and Skills: Strategic capability and leadership, problem-solving and analysis, decision-making. Team leadership, Creativity, Financial management, Customer focus and responsiveness, Communication, Computer skills, People management, Planning and organising, Conflict management, Negotiation skills, and Change management. Competencies: Programme and project management. Engineering, legal and operational compliance. Engineering operational communication. Process knowledge and skills. Maintenance skills and knowledge. Mobile equipment operating skills. Engineering design and analysis knowledge. Research and development. Computer-aided engineering applications. Creating high-performance culture. Technical consulting. Engineering and professional judgement.

DUTIES : Engineering design and analysis effectiveness: Perform final review 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 organisational objectives to ensure optimum operational availability, monitor maintenance efficiencies according to organisational goals to direct b or redirect engineering services for the attainment of organisational objectives. Governance: Allocate, control, monitor and report on all resources; compile risk logs and manage significant risk according to sound risk management practice and organizational requirements; provide technical consulting services for the operation on engineering-related matters to minimize possible engineering risks; manage and implement knowledge sharing initiatives, e.g. short-term assignments and secondments within and across operations, in support of individual development plans, operational requirements and return on investment. Continuously monitor the exchange and protection of information between operations and individuals to ensure effective knowledge management according to departmental objectives. Financial Management: Ensure the availability and management of funds to

meet the MTEF objectives within the engineering environment/services, manage the operational capital project portfolio for the operation to ensure effective resourcing according to organizational needs and objectives, manage the commercial value add of the discipline-related programmes and projects, facilitate the compilation of innovation proposals to ensure validity and adherence to organizational principles, allocate, control and monitor expenditure according to budget to ensure efficient cash flow management. People Management: Manage the development, motivation and utilisation of human resources for the discipline to ensure a competent knowledge base for the continued success of engineering services according to organisational needs and requirements. Manage subordinates' key performance areas by setting and monitoring performance standards and taking actions to correct deviations to achieve departmental objectives.

ENQUIRIES : Mr.T. Matiso at 066 489 6117/Ms S. Zazini Tel No: (040) 602 4236 / Mr L Maliti Tel No: (040) 602 4272
e-recruitment Technical Enquiries: e-recruitment-bhisho@ecdpw.gov.za

DEPARTMENT OF SPORT, RECREATION, ARTS AND CULTURE

APPLICATIONS `: Applicants must be submitted via one of the following options: directing to a specific relevant Centre:
Head Office: Qonce Enquiries – Ms. S. Mpafa Tel: 043 492 1405 / Mrs. R. E. Swartbooi Tel: 043 492 0949 / Mr. M. Cezula 043 492 1400 / Ms. S. Cetywayo 043 492 0936 Hand deliver to: No. 5 Eales Street, Wilton Zimasile Mkwayi Building, Qonce, 5605
OR Tambo District: Attention Mr. S. Stuma / Ms. T. Mngoma Tel: 047 495 0853 Hand deliver to: Human Resource Management, 49 Victoria Street, Mthatha Reference Library, Mthatha 5099.
Amathole District: Enquiries Mr. B. Mbangatha / Mr. M. Mboniswa Tel: 043 492 1838 /1839Hand deliver to: No 16 Commissioner Street, Old Elco Building, Ku-Gompo City, 5201.
Amathole Museum: Qonce Enquiries. Ms. S. Cakata – 043 642 4506 (Qonce) Hand deliver to Corner of Alexandra & Albert Roads, Qonce.
East London Museum: Ku-Gompo City Enquiries. G. Morcom / S. Lamati – 043 743 0686 – EL Museum (Ku-Gompo City) Hand deliver to 319 Oxford Street, Belgravia, Ku-Gompo City.
Bayworld Museum: Gqeberha Enquiries. V. Ketelo – 041 584 0650 – Bayworld Museum (Gqeberha) Hand deliver to Beach Road & Brookes Hill Drive, Humewood, Gqeberha.
Chris Hani District: Attention Mr. T. Thomas / Ms. A. Phanya: 045 492 0030 / 0054 Hand deliver to: Bathandwa Ndondo Building, Komani Hospital.
Nelson Mandela District: Attention Mr. S. Javu / Ms. T. Bosman / Ms. A. Dyalvane: 041 492 1288 / 1232 / 1230 Hand deliver to: 66 Corporate Place, Ring Road, Greenacres, Newton Park, Gqeberha.
Alfred Nzo District: Attention Mr M.B. Gugwana / Ms. T. Ntsevu: 039 492 0297 Hand deliver to: No 67 Church Street Mt Ayliff.
Sarah Baartman District: Attention Ms. N. Qumza / Ms. N. Sandi: 046 492 0223 / 0228 Hand deliver to: Registry, 1st floor, Corner African and Milner Street, Makanda.
Chris Hani District: Attention Mr. T. Thomas / Ms. O. Ngambu-Mabandla: 045 492 0030 / 0054 Hand deliver to Hand deliver to: Bathandwa Ndondo Building, Komani Hospital.
Joe Gqabi District: Attention Mr. P. Masepe / Ms. Ninifie / Ms. Fiki: 051 492 4806 Hand deliver to: No. 02 Cole Street, Maletswai.
Through the provincial e-recruitment system accessible at: https://ecprov.gov.za and/or at https://erecruitment.ecotp.gov.za
The Provincial e-Recruitment System is available 24/7 and closes at 23: 59 on the Closing Date. To report any e-Recruitment System challenges send an email with your (i) ID Number, (ii) profile email address, (iii) details of your issue to: recruitment@ecsrac.gov.za. Do not send any applications to this email address; should you do so, your applications/ CV will be regarded as lost and will not be considered. Technical support is limited to working hours: (08:00-16:30 Mon-Thursday and 08:00-16:00 on Friday). Direct all enquiries to the specified enquiries person or email Address. Hand-delivered, e-Mailed, Faxed, Posted applications will not be accepted.

CLOSING DATE : 23 October 2026. Applications received after closing date will not be considered.

NOTE : Applications must be submitted on a duly completed New Z83 form (effective from 01 January 2021), e-Recruitment System automatically generates Z83 immediately you press apply and generate Z83. Applicants are not required to submit copies of qualifications and other relevant documents upon application but must submit a fully completed Z83 form and detailed Curriculum Vitae. NB: 83 in the e-recruitment system is currently not signable; so, applicants who submitted applications via the e-recruitment system will not be disqualified for an unsigned Z83 instead will be requested to sign on/or before the interview day. View the list of the positions you applied for on "My Job Applications" and do note that the system Z83 does not reflect work experience and qualifications, however, every detail of your information does reflect to the Recruitment team. Shortlisted candidates will be required to submit certified copies of qualifications, and other relevant documents (like a copy of Permanent Resident Permit for Non-RSA Citizens/Permanent Resident Permit Holders to HR on or before the interview date. Failure to submit all the required documents will disqualify the application. Correspondence will be limited to short-listed candidates only. If you have not been contacted within six (6) months after the closing date of this advertisement, please accept that your application was unsuccessful. Selected candidates will be subjected to a personnel suitability check (criminal record check, citizenship verification, financial/asset record check, qualification/ study verification and previous employment verification). All shortlisted candidates, including the SMS shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements, and the other must be an integrity (ethical conduct) assessment. 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 Assessment. Successful candidates will also be subjected to security clearance processes. Where applicable, candidates will be subjected to a skills/ knowledge test. The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. Successful candidates will be appointed on a probation period of twelve 12/24 months. It is the objective to address the Employment Equity Affirmative Action Measures in line with the Employment Equity Plan and to achieve equitable representation across race and gender. The EE targets of the recruiting Department will be adhered to although the applications are welcome from all racial groups. The Recruiting 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. (Females and People with Disabilities are also requested to apply and indicate such in their applications). Misrepresentation in the application documents will result in automatic disqualification and disciplinary action in the event the candidate has already been appointed. SMS pre-entry certificate (Nyukela) must be submitted prior appointment. Full details can be sourced by following the link: https://www.thensg.gov.za/training-course/sms-pre-entry-programme Note: Due to austerity measures, the Department will not carry any related costs (transport, accommodation, and meals) for candidates attending pre-selection assessment/s and interviews. Due to austerity measures, the Department will not carry any related costs (transport, accommodation, and meals) for candidates attending pre-selection assessment/s and interviews.

OTHER POSTS

POST 36/129 : **DEPUTY DIRECTOR: LABOUR RELATIONS REF NO: DSRAC 01/09/2026**

SALARY : R932 292 – R1 098 195 per annum (Level 11)
CENTRE : Head Office (Qonce)
REQUIREMENTS : National Senior Certificate plus a National Diploma (NQF L6) or preferably a B Degree (NQF L7) as recognised by SAQA in BCom/Human Resource Management / Labour Relations / Labour Law / Industrial Psychology / BAdmin / Public Management, Industrial Relations / LLB (Law). A minimum of 3 years' relevant Labour Relations related experience at Assistant Director / Junior Management level. In-depth knowledge of the following legislative prescripts: Labour Relations Act, Basic Conditions of Employment Act, Employment Equity Act, Disciplinary Code, Public Service Regulations, Public Service Act, 1994 as amended by Act 30 of 2007, PFMA, Industrial Policy and other related policies and procedures. Must further possess the following skills and

attributes: Communication skills, Report Writing skills, Computer Literacy, Project Management, Financial management, Management and leadership skills, Planning and Organising. Willingness to work extra hours. Computer literacy with an emphasis on Excel and PowerPoint. An independent worker, meeting timeframes. Monitoring and managing compliance of the department with the Statutory Bodies. Must be in possession of a valid code 08 driving license. Knowledge & Skills: Sound understanding of Labour Laws. Employee and Employer Rights. Collective Bargaining and Trade Unions. Disciplinary Procedures. Grievance Handling. Dispute Resolution. Workplace Policies and Compliance. Misconduct, incapacity and poor performance matters, public sector employee relations policies and delegation. Communication Skills. Negotiation Skills. Conflict Resolution. Knowledge of Labour Laws. Problem Solving Skills. Emotional Intelligence. Investigation Skills. Policy Development and Interpretation. Organisational and Administrative Skills. Integrity and Ethics. Patience and Tolerance. Attention to Detail. Professionalism. Self-Discipline. Ability to work under pressure. Ability to chair meetings. Teamwork.

DUTIES : Managing the development of labour relations policies and guidelines. Review and quality assure labour relations policies and procedures annually. Research best practices regarding labour relations policies and procedures. Develop and implement labour relations policies, procedures and strategies. Interpret and monitor compliance with applicable labour legislation and collective agreements. Provide strategic guidance on labour relations matters for management. Managing consultation and negotiation processes. Promoting sound employer-employee relations. Represent the department at conciliation or arbitration processes. Represent the department in the provincial and sector chamber. Providing advisory service to employees in respect of grievances and poor performance. Advising management on consultation strategies and processes. Managing the grievance procedure and dispute resolution processes. Coordinating the resolution of employee grievances in accordance with policies and procedures. Handle labour disputes and represent the department at forums. Monitor trends in disputes and recommend corrective actions. Empower managers and supervisors to understand their roles and responsibilities as well as the employee relations strategies. Providing technical support to line managers on the handling of grievance procedures. Monitor the utilisation of the grievance procedures and advise on possible solutions to resolve grievances. Investigating grievances and act as a mediator in resolving grievances. Representing the department in the Dispute Resolution Platforms. Managing provision of disciplinary processes. Engaging with trade unions, employees and management regarding misconduct and disciplinary matters. Providing guidance and technical support to management on handling of disciplinary codes and collective agreements. Conducting disciplinary investigations in conjunction with relevant managers regarding allegations. Review investigation reports and recommend appropriate actions. Oversee the provision of technical assistance during disciplinary investigations. Oversee that investigations are conducted fairly, objectively and in accordance with organisational procedures. Monitor progress of disciplinary cases to ensure timely resolution. Managing collective bargaining and stakeholder relations. Coordinate labour relations matters with organised labour and unions. Supporting departmental participation in collective bargaining processes. Maintaining effective relations with employee representatives and stakeholders. Representing the department in bargaining with council meetings and other labour forums. Leading the implementation of collective agreements and bargaining council resolutions. Promoting sound labour relations with organised labour, employee representatives and other stakeholders. Managing Administration Support. Giving input in the development of policies and operational plans. Attending and responding to audit matters. Compiling and submitting monthly and quarterly reports. Determining and verifying the authenticity of the evidence provided. Managing human and financial resources. Maintaining staff discipline.

ENQUIRIES : S. Mpafa – Head Office – (eQonce) Tel No: (043) 492 1405
e- Recruitment Technical Enquiries – recruitment@ecsrac.gov.za

NOTE : Persons with a disability are encouraged to apply.

POST 36/130 : **ASSISTANT DIRECTOR: HUMAN RESOURCE MANAGEMENT REF NO: DSRAC 02/09/2026**

SALARY : R487 197 – R 584 370 per annum (Level 09), (an all-inclusive remuneration)

CENTRE	:	Nelson Mandela (Gqeberha)
REQUIREMENTS	:	National Senior Certificate Plus National Diploma (NQF L6) or preferably a B Degree (NQF L7) as recognised by SAQA in Human Resource Management / Personnel Management /Public Administration / Public Management / Business Management / Industrial Psychology. Minimum of three (3) years' functional experience as Senior Personnel Practitioner Level (7/8) in Human Resource Management. Extensive knowledge of the PERSAL and Pension Case Management systems. Human Resource Management Methodology, Principles and Strategies. COIDA, DPSA Directives, Customer Service principles (Batho Pele Principles). Budgeting and Financial Management, Labour Relations Act, Employment Equity Act, Basic Condition of Employment Act, Public Finance Management Act (PFMA), National Treasury regulations, Promotion of Access to Information Act, Promotion of Administrative Justice Act (PAJA), Minimum information security standard (MISS), Protection of Personal Information Act (POPIA) Skills: Coaching and Mentoring, Conflict Management, Critical and Innovative Thinking, Inspire Commitment, People Management, Performance and oversight, Performance/ Project Management, Quality Assurance, Risk Management. Ability to work under pressure and independently. A valid (Code 8) driving license is required.
DUTIES	:	Facilitate and monitor Human Resource Management and Personnel Conduct: attend and convene Human Resource meetings. Coordinate recruitment, selection and appointment process. Develop and implement recruitment and selection plans in line with approved workforce plans. Champion the advertising, screening, shortlisting, interviewing, and appointments of employees. Ensure compliance with relevant legislation, policies, and recruitment procedures. Provide support to the selection committees during recruitment and selection processes and technical support on recruitment matters. Monitor vacancy rates and recruitment turnaround times. Prepare recruitment reports and maintain accurate recruitment records. Promote employment equity and transformation objectives during recruitment processes. Administer conditions of service. Manage the implementation and administration of employee conditions of service. Understanding of GEPF and Pension Case Management system. Ensure accurate administration of appointments, transfers, promotions, terminations, leave and leave gratuity management, overtime, housing allowance, long-service recognition, and other employee benefits. Provide guidance on human resource policies and applicable legislation. Monitor compliance with service conditions and resolve employee enquiries. Ensure accurate personnel records and HR information management. Liaise with payroll and other stakeholders to resolve personnel administration matters. Coordinate performance management and development services. Provide guidance and training to managers and employees on performance management processes. Monitor compliance with performance planning, reviews, assessments, and development plans. Identify training and development needs based on performance outcomes. Ensure proper record keeping and reporting on performance management activities. Facilitate and monitor Human Resource Development and EPMDS. Monitor the development of Workplace Skills Plan. Monitor development of performance contracts. Conduct quarterly reviews and Validation of Reviews and Assessment. Coordinate the administration of PMDS, Monitor and facilitate Training & Capacitation of employees. Coordinate labour relations services, Facilitate the implementation of labour relations policies and procedures. Give advice to management on labour legislation and collective agreements. Execute disciplinary, grievance and incapacity processes. Promote sound employer-employee relations and conflict resolution. Monitor implementation of labour relations decisions and maintain confidential records. Coordinate wellness programmes services. Plan and implement employee health and wellness programmes (EHWP). Develop and implement wellness initiatives addressing physical, emotional, financial, and psychosocial wellbeing. Organise awareness campaigns on health, wellness, and work-life balance. Facilitate counselling referrals and employee support services. Monitor employee participation and evaluate programme effectiveness. Promote a healthy, safe, and productive work environment. Management of all administration processes. Give input in the development of policies and operational plans. Develop and interpret reporting templates. Determine and verify the authenticity of the evidence provided. Attend and respond to audit matters. Supervise human resources. Maintain staff discipline.
ENQUIRIES	:	Ms N. Dyalvane– Nelson Mandela District Tel No: (041) 492 1230/1232

e- Recruitment Technical Enquiries – recruitment@ecsrac.gov.za

NOTE : People with disabilities are encouraged to apply.

POST 36/131 : **ASSISTANT DIRECTOR: SKILLS DEVELOPMENT REF NO: DSRAC 03/09/2026**

SALARY : R487 197 – R584 370 per annum (Level 09), (an all-inclusive remuneration)
CENTRE : Head Office– (Qonce)
REQUIREMENTS : National Senior Certificate plus a National Diploma (NQF L6) or preferably a B Degree (NQF L7) in Human Resource Management/ Human Resource Development/ Training and Development/ Public Administration/ Public Management qualification as recognised by SAQA. A minimum of three (3) years' experience in Skills Development and Training coordination, of which three (3) years should be at a supervisory level (SL 7 / 8). Skills Development Facilitator certificate and Train the Trainer certificate will serve as an added advantage. Knowledge and skills: Good interpretation and knowledge of the National Skills Development Strategy, Public Finance Management Act, Skills Development Act, Skills Development Levy Act, Public Service Regulations, knowledge of the compulsory training programmes in the Public Service and training on various programme, knowledge of PERSAL system, planning, coordination, organising, analytical and people management skills, sound verbal and written Communication skills, presentation skills, high sense of responsibility and accountability, interpersonal, time management skills, attention to details, experience in managing long term training programmes (Learnership, Internship, Workplace Integrated Learning), experience in developing and submitting Workplace Skills Plan and various SETA's reports, project management skills and ability to coordinate, manage and closeup training and development projects, computer literacy in the Microsoft package i.e. Word, Excel, PowerPoint, ability to work under pressure and independently and or as part of a team. A valid (Code 8) driving license.
DUTIES : Coordinate the development and submission of the workplace skills plan (WSP) and annual training report (ATR). Conduct skills gap analysis and training assessment across the organization. Align skills development plans with strategic objectives and workforce plans. Facilitate consolidation of inputs from business units to inform training priorities. Administer integration of skills development initiatives into departmental plans and budgets. Monitor progress against planned training interventions and recommend adjustments where necessary. Manage and implement skills development initiatives. Coordinate artisans' development programs. Coordinate the implementation of training and development programmes. Develop and maintain the annual training schedule. Facilitate logistics for training interventions. Engage with internal stakeholders and external accredited training providers. Administer nomination and enrolment of employees for training. Monitor and track training delivery against the approved plan. Maintain accurate training records and documents. Coordinate and facilitate comprehensive Induction Programmes. Develop and maintain induction programme schedule. Coordinate logistics and resources for induction sessions. Facilitate delivery of induction session. Engage with internal stakeholders. Track attendance and completion of induction programmes. Evaluate and improve induction effectiveness. Coordinate career path development programmes. Promote the development of leadership and succession programmes targeting emerging leaders, middle management and high potential staff. Promote a culture of continuous learning and promotional growth. Facilitate mentorship relationships. Conduct coaching sessions. Monitor progress and provide feedback. Management of administration support. Give input on the development of policies and operational plans. Attend and respond to audit matters. Compile and submit monthly and quarterly reports. Determine and verify the authenticity of the evidence provided. Supervise human resources. Maintain staff discipline.
ENQUIRIES : R. Swartbooi – Head Office – (eQonce) Tel No: (043) 492 0949
e- Recruitment Technical Enquiries – recruitment@ecsrac.gov.za

NOTE : Persons with disabilities are encouraged to apply.

POST 36/132 : **ASSISTANT DIRECTOR: TRAINING & CAPACITY REF NO: DSRAC 04/09/2026**

SALARY : R487 197 – R584 370 per annum (Level 09), (an all-inclusive remuneration)
CENTRE : Head Office (Qonce)

REQUIREMENTS : National Senior Certificate plus a National Diploma (NQF L6) or preferably a B Degree (NQF L7) in Human Resource Management/ Human Resource Development/ Training and Development/ Public Administration/ Public Management qualification as recognised by SAQA. A minimum of three (3) years' experience in Skills Development and Training coordination, of which three (3) years should be at a supervisory level (SL 7 / 8). Skills Development Facilitator certificate and Train the Trainer certificate will serve as an added advantage. Knowledge and skills: Good interpretation and knowledge of the National Skills Development Strategy, Public Finance Management Act, Skills Development Act, Skills Development Levies Act, Public Service Regulations, knowledge of the compulsory training programmes in the Public Service and training on various programs, knowledge of PERSAL system, planning, coordination, organising, analytical and people management skills, sound verbal and written Communication skills, presentation skills, high sense of responsibility and accountability, interpersonal, time management skills, attention to details, experience in managing long term training programmes (Learnership, Internship, Workplace Integrated Learning), experience in developing and submitting Workplace Skills Plan and various SETA's reports, project management skills and ability to coordinate, manage and closeup training and development projects, computer literacy in the Microsoft package i.e. Word, Excel, PowerPoint, ability to work under pressure and independently and or as part of a team. A valid(Code 8) driving license.

DUTIES : Coordinate and facilitate training programmes for employees. Manage the development, review the training & development policies, frameworks and guidelines. Monitor consolidation of the departmental training needs. Verify alignment with departmental priorities and skills plans. Develop and maintain annual training schedules. Liaise and engage with training providers. Oversee training sessions to ensure quality and adherence to agreed standards. Align human resource development training programs with strategic objectives. Maintain training records and reporting. Facilitate and lead skills audits. Develop a detailed skills audit plan and implementation approach aligned with departmental objectives. Develop, standardize tools and methodologies as per Public Service-Skills Audit Methodology Framework. Engage and consult stakeholders on various HRD matters that needs to be consulted. Analyse and interpret skills audit results. Develop skills audit reports and recommendations. Monitor the implementation of recommendations. Administer the implementation of the bursary scheme policy. Draft bursary advert and submit it to Superior for further processing. Coordinate bursary application processes and submit it to bursary committee for selection. Communicate outcomes with recipients and educational institutions. Monitor bursary contracts. Coordinate payment and financial administration. Monitor academic performance and compliance. Maintain records and compile reports. Implement, monitor and evaluate the Internship and Learnership Programme. Coordinate the screening, recruitment and placement of interns. Supervise the administration of internship contracts. Facilitate the training of mentors for the learnership programme support. Monitor alignment of Learnerships Programmes to SETA, Quality Council for Trades & Occupations and departmental requirements. Monitor, evaluate and report on the progress of the Learnership programmes including coordination of learner-facilitator and learner- mentor contact sessions. Liaise with relevant stakeholders regarding the administration and successful delivery of Learnership Programmes. Management of administration support. Facilitate HRM audit process and ensure timeous submission of information requested by auditors. Give input on the development of policies and operational plans. Compile monthly and quarterly reports. Manage financial and human resources. Maintain staff discipline.

ENQUIRIES : R. SWArtbooi – Head Office (eQonce) Tel No: (043) 492 0949
e- Recruitment Technical Enquiries – recruitment@ecsrac.gov.za

NOTE : Persons with disabilities are encouraged to apply.

POST 36/133 : **ASSISTANT DIRECTOR: SUPPLY CHAIN MANAGEMENT (ACQUISITION MANAGEMENT) REF NO: DSRAC 05/09/2026**

SALARY : R487 197 – R584 370 per annum (Level 09), (an all-inclusive remuneration)
CENTRE : Head Office (Qonce)
REQUIREMENTS : National Senior Certificate, plus a National Diploma (NQF L6) or preferably a B Degree (NQF L7) as recognized by SAQA) in Supply Chain Management / Procurement Management / Logistics Management / Purchasing Management

// Financial Management / Accounting. A minimum of three (3) years' experience in Supply Chain management environment, particularly in acquisition/procurement at a supervisory level (SL 7 / 8). A good understanding of the Public Service Supply Chain Management Framework, PFMA and Treasury Regulations, PPPFA, SCM/Acquisition Management. Good knowledge of financial systems (LOGIS and BAS). Technical proficiency in SCM and Acquisition Management, sound analytical and problem-solving skills, communication and report writing skills, leadership and supervisory skills, strategic management, Conflict Management, financial management, people management skills. Excellent in administrative, coordination and organizational skills. As well as computer skills. Ability to work under pressure and independently. A valid code 08 driving license.

DUTIES : Monitor the implementation of demand and acquisition processes: Coordinate the invitation, evaluation and adjudication of quotations. Investigate the availability of the required source in the market. Assess the needs of the end users. Compile Demand Management Plan and Procurement Plan. Promote and ensure compliance with the Broad-Based Black Economic Empowerment Act (BBBEE) and the Preferential Procurement Policy Framework Act, 2000 (Act 5 of 2000) (PPPFA) in the Department. Ensure that optimal sourcing strategies and techniques are used. Establish and maintain a database of suppliers when obtaining quotations. Co-ordinate and facilitate Procurement Committee Meetings Demand and Acquisition Management including overseeing secretariat function of Bid Committees I.e. Bid Specification Committee, Bid Evaluation Committee and Bid Adjudication Committee. Maintenance of up-to-date asset register: Ensure that all assets are recorded in the asset register. Ensure that new acquisitions are recorded in the asset register. Reconcile asset register with BAS. Ensure that asset reconciliation through physical verification is being conducted quarterly. Efficient management of assets: Ensure that assets are marked and bar coded. Manage the movement of assets and the signing of transfer forms. Review asset description. Management of disposal: Championing the disposal of assets to NGOs for districts. Ensure that all assets identified for disposal are bar-coded and listed correctly. Ensure proper keeping of all assets that have been disposed of. Consolidate asset register for all districts. Ensure management, maintenance and safekeeping of assets. Performance of logistics management: Ensure that stock counting is done quarterly. Produce status report on the findings of stock taking. Monitoring of the ordering, receipt and storing of stationery and printing consumables. Implementation of policies to minimize risk of losses: Ensure that all stock items are reported and follow-up is done. Ensure that all officials are aware of the loss control policies. Manage the allocated resources of the Sub-directorate in line with legislative and departmental policy directives and comply with corporate governance and planning imperatives: Maintain high standards by ensuring that the team / section produces excellent work in terms of quality / quantity and timeliness. Delegate functions to staff based on individual potential provide the necessary guidance and support and afford staff adequate training and development opportunities. Ensure timeous development of job description and implementation of Work Plans and Personal Development Plans (PDP's) for all employees in the Sub directorate. Manage daily employee performance and ensure timely Performance Assessments of all subordinates.

ENQUIRIES : R. Swartbooi – Head Office – (eQonce) Tel No: (043) 492 0949
e- Recruitment Technical Enquiries – recruitment@ecsrac.gov.za

NOTE : Persons with disabilities are encouraged to apply.

POST 36/134 : **STATE ACCOUNTANT: GENERAL PAYMENTS REF NO: DSRAC 06/09/2026**

SALARY : R338 106 – R398 277 per annum (Level 07) (An all-inclusive remuneration)
CENTRE : Head Office (Qonce)
REQUIREMENTS : National Senior Certificate plus a National Diploma (NQF Level 6) or B. Degree (NQF level 7 as recognised by SAQA) in Financial Accounting/ Cost and Management Accounting/ Financial Management/ Internal Audit qualification with at least 1 to 2 years' experience within the public sector expenditure management field. Knowledge of financial systems (LOGIS and BAS). Knowledge of Public Service Regulations, Legislations/ policies/ prescripts, and procedures. Knowledge of Treasury Regulations, understanding of the Public Finance Management Act (PFMA). Financial Regulations Knowledge of

Batho Pele principles. Computer literacy (specializing in Advanced EXCEL and PowerPoint Presentation). Good communication and Report writing skills. Sound organisational skills. People management. Customer / client orientated approach and ability to work under pressure and independently. A valid driving licence (Code 8) is required.

DUTIES : Render financial administration. Process and verify general payment transactions accurately and within prescribed timeframes. Ensure all payment requests are supported by valid documentation and approved in accordance with delegated authority. Capture, review, and authorize payment transactions on the applicable financial management systems. Monitor payment batches to ensure timely settlement of supplier invoices and other financial obligations. Render authorization of electronic transactions for transfers and creditors payments. Verification of captured payment details. Render quality assurance of payments. Facilitate and solve payments queries on time. Facilitate payment of supplier bank rejections. Monitor adherence to internal controls. Authorization of all creditor's payments manually. Ensure compliance with payment documents. Manual authorization and monitor of transfers. Facilitate the authenticity for transfer payments to Public Entities and institutions. Authorization of all transfer payments manually. Facilitate confirmation for receipt of fund transferred by different Institutions and Public Entities. Compile register of transfers monthly and quarterly submit for disclosure in the Interim/ Annual financial statements. Facilitate reconciliation of transfers to budget for In Year Monitoring. Ensure that we disclose correct information on transfers for quarterly Interim Financial Statement and Annual Financial Statement. Compilation of accruals and payables reports. Request reports from system controller. Facilitate compilation of accruals and payables reports. Verification of payments age analysis of the Accruals and payables. Verification, analysing and reconciliation of accruals and payables. Consolidation of accruals and payables monthly. Presentation of accruals and payables reports in the In-Year-Monitoring meetings. Ensure that accurate information is disclosed on accruals and payables for quarterly Interim Financial Statement and Annual Financial Statements.

ENQUIRIES : M. Cezula – Head Office – (eQonce) Tel No: (043) 492 1400
e- Recruitment Technical Enquiries – recruitment@ecsrac.gov.za

NOTE : Persons with disabilities are encouraged to apply.

POST 36/135 : **STATE ACCOUNTANT: CASH & REVENUE MANAGEMENT REF NO: DSRAC 07/09/2026**

SALARY : R338 106 – R398 277 per annum (Level 07), (an all-inclusive remuneration)
CENTRE : Head Office (Qonce)
REQUIREMENTS : National Senior Certificate plus a National Diploma (NQF Level 6) or B. Degree (NQF level 7 as recognised by SAQA) in Accounting/ Cost & Management Accounting/ Financial Management/ Internal Audit qualifications with at least 1 to 2 years' experience within the public sector expenditure management field and payment of employee benefits. Public sector finances experience in budgeting and revenue management will be added advantage. Knowledge of financial systems (LOGIS, PERSAL and BAS) and be able to interpret NERF and Standard Chart of Accounts (SCoA). Knowledge of Public Service Regulations, Legislations / policies / prescripts, and procedures. Knowledge of Treasury Regulations and Division of Revenue Act (DORA), understanding of the Public Finance Management Act (PFMA) and Appropriation Act. Preferential Procurement Policy Framework Act (PPPFA), Financial Regulations Knowledge of Batho Pele principles. Computer literacy specializing in Advanced EXCEL and PowerPoint Presentation. Good communication and report writing skills. Sound organisational skills. People management. Customer / client orientated approach and ability to work under pressure and independently. A valid driving licence (Code 8) is required.

DUTIES : Ensure Collection and Deposit of Revenue. Receive and account for all revenue collected by the department. Verify the accuracy and completeness of revenue collection documentation. Ensure that all revenue is deposited into the relevant bank account within prescribed timeframes. Capture and record revenue transactions on the relevant financial management systems. Monitor outstanding revenue and follow up on unpaid amounts. Ensure compliance with the Public Finance Management Act (PFMA), Treasury Regulations and departmental policies relating to revenue collection. Maintain proper records and support documentation for all revenue transactions. Identify and classify

departmental revenue sources in accordance with applicable legislation. Monitor revenue trends and analyse revenue generated from various sources. Verify that all revenue received is correctly allocated to the appropriate revenue codes. Assist in identifying opportunities to improve revenue collection processes. Compile reports on revenue generated from different revenue streams. Ensure accurate recording and reporting of departmental revenue. Render cash flow Management. Monitor daily cash balances and cash movements. Prepare cash flow forecasts and projections. Monitor cash availability to ensure operational requirements are met. Compile periodic cash flow reports for management. Liaise with relevant stakeholders regarding cash flow requirements. Identify potential cash flow risks and recommend corrective measures. Ensure effective management of cash resources in accordance with Treasury guidelines Render Cash Reconciliation. Perform daily, weekly and monthly cash reconciliations. Reconcile bank statements with departmental financial records. Investigate and resolve cash and banking discrepancies. Reconcile suspense accounts and outstanding transactions. Maintain complete reconciliation records and audit trails. Prepare reconciliation reports for management review. Assist with internal and external audit requests relating to cash and revenue transactions.

ENQUIRIES : M. Cezula – Head Office – (eQonce) Tel No: (043) 492 1400
e- Recruitment Technical Enquiries – recruitment@ecsrac.gov.za

NOTE : Persons with disabilities are encouraged to apply.

POST 36/136 : **STATE ACCOUNTANT: TAX RECONCILIATION REF NO: DSRAC 08/09/2026**

SALARY : R338 106 – R398 277 per annum (Level 07), (an all-inclusive remuneration)
CENTRE : Head Office (Qonce)
REQUIREMENTS : National Senior Certificate plus a National Diploma (NQF Level 6) or B. Degree (NQF level 7 as recognised by SAQA) in Accounting/ Cost & Management Accounting/ Financial Management/ Internal Audit qualifications with at least 1 to 2 years' experience within the public sector expenditure management field and payment of employee benefits. Public sector finances experience in budgeting and revenue management will be added advantage. Knowledge of financial systems (LOGIS, PERSAL and BAS). Knowledge of Tax Administration Act, Public Service Regulations, Legislations / policies / prescripts, and procedures. Knowledge of Treasury Regulations and the Public Finance Management Act and Financial Regulations. Knowledge of Batho Pele principles. Computer literacy specializing in Advanced EXCEL and PowerPoint Presentation. Good communication and report writing skills. Sound organisational skills. People management. Customer / client orientated approach and ability to work under pressure and independently. A valid driving licence (Code 8) will be an added advantage.

DUTIES : Render Tax Rebates Services. Receive, assess and process tax rebate applications in accordance with relevant legislation, policies and procedures. Verify the completeness and -accuracy of supporting documentation submitted by taxpayers and stakeholders. Validate taxpayer information against financial and tax records. Capture, update and maintain tax rebate information on the relevant financial management systems. Calculate and process approved tax rebates accurately and within prescribed turnaround times. Prepare payment schedules for approved tax rebates. Resolve tax rebate-related queries from taxpayers and internal stakeholders. Liaise with relevant internal and external stakeholders regarding outstanding information and tax rebate matters. Perform Tax Reconciliation. Reconcile tax rebate accounts and identify discrepancies. Investigate and resolve reconciliation differences promptly. Match payments, refunds and adjustments with supporting documentation. Reconcile general ledger accounts relating to tax rebates. Ensure that reconciliations are completed within prescribed timeframes. Maintain complete reconciliation records and audit trails. Escalate unresolved discrepancies to the supervisor. Financial Administration and Reporting. Compile monthly, quarterly and annual reconciliation reports. Prepare management information on tax rebate transactions. Monitor outstanding tax rebate claims and recommend corrective actions. Maintain accurate financial records in accordance with record management policies. Assist with audit requests by providing supporting documentation and explanations. Promote Stakeholder and Customer Service. Provide professional advice and guidance to taxpayers and stakeholders regarding tax rebate procedures. Respond to enquiries within prescribed

service standards. Build and maintain productive working relationships with internal and external stakeholders. Participate in awareness sessions and provide support on tax rebate processes.

ENQUIRIES : M. Cezula – Head Office (eQonce) Tel No: (043) 492 1400
e- Recruitment Technical Enquiries – recruitment@ecsrac.gov.za

NOTE : Persons with disabilities are encouraged to apply.

POST 36/137 : **STATE ACCOUNTANT: BUDGET PLANNING REF NO: DSRAC 09/09/2026**

SALARY : R338 106 – R 398 277 per annum (Level 07), (an all-inclusive remuneration)
CENTRE : OR Tambo District
REQUIREMENTS : National Senior Certificate plus a National Diploma (NQF level 6) or B. Degree (NQF level 7) as recognised by SAQA in Accounting/ Cost & Management Accounting/ Financial Management/ Internal Audit qualifications with at least 1 to 2 years' experience within the public sector expenditure management field and payment of employee benefits. Public sector finances experience in budgeting and revenue management will be added advantage. Knowledge of financial systems (LOGIS, PERSAL and BAS) and be able to interpret NERF and Standard Chart of Accounts (SCoA). Knowledge of Public Service Regulations, Legislations / policies / prescripts, and procedures. Knowledge of Treasury Regulations and Division of Revenue Act (DORA), understanding of the Public Finance Management Act (PFMA) and Appropriation Act. Preferential Procurement Policy Framework Act (PPPFA), Financial Regulations Knowledge of Batho Pele principles. Computer literacy (specializing in Advanced EXCEL and PowerPoint Presentation. Good communication and report writing skills. Sound organisational skills. People management. Customer / client orientated approach and ability to work under pressure and independently. A valid driving licence (Code 8) is required.

DUTIES : Monitor the Implementation of expenditure patterns of the department. Prepare expenditure report documents as per responsibility codes of the programmes. Identify misallocations of funds. Facilitate loading and capturing of budget on the system. Collection of inputs from programs for budget in line with the operational plans. Preparation of final balancing of budget for each following financial year. Facilitate submission of budget database from the programs. Facilitate consolidation of operational budget. Guide and assist programmes on budget utilization. Facilitate logistical arrangements for the workshops. Minute taking for workshops. Facilitate implementation of virements. Receive and check availability of funds in budget proposals. Check and maintain commitment registers. Forward commitment registers to relevant programmes.

ENQUIRIES : S. Stuma Tel No: (047) 495 0853 – OR Tambo District (Mthatha)
e- Recruitment Technical Enquiries – recruitment@ecsrac.gov.za

NOTE : Persons with disabilities are encouraged to apply.

POST 36/138 : **STATE ACCOUNTANT: INTERNAL CONTROL (PRE -AUDIT) (X2 POSTS)**

SALARY : R338 106 – R398 277 per annum (Level 07), (an all-inclusive remuneration)
CENTRE : Nelson Mandela (Gqeberha) Ref No: DSRAC 10/09/2026
BCM District (KU Gompo City) Ref No: DSRAC 11/09/2026
REQUIREMENTS : National Senior Certificate plus a National Diploma (NQF Level 6) or B Degree (NQF level 7 as recognised by SAQA) in Accounting/ Cost & Management Accounting/ Financial Management/ Internal Audit qualifications with at least 1 to 2 years' experience within the public sector expenditure management field and payment of employee benefits. Public sector finances experience in budgeting and revenue management will be added advantage. Knowledge of financial systems (LOGIS, PERSAL and BAS) and be able to interpret NERF and Standard Chart of Accounts (SCoA). Knowledge of Public Service Regulations, Legislations / policies / prescripts, and procedures. Knowledge of Treasury Regulations and Division of Revenue Act (DORA), understanding of the Public Finance Management Act (PFMA) and Appropriation Act. Preferential Procurement Policy Framework Act (PPPFA), Financial Regulations Knowledge of Batho Pele principles. Computer literacy specializing in Advanced EXCEL and PowerPoint Presentation. Good communication and report writing skills. Sound organisational skills. People management. Customer / client orientated approach and ability to work under pressure and independently. A valid driving licence (Code 8) is required.

DUTIES : Provide / render internal control services. Ensure compliance with statutory and regulatory requirements, governing procurement and expenditure. Monitor

compliance with government prescripts, policies and procedures. Perform administrative duties for the unit. Provide support in the implementation of effective financial management and Internal Control measures within the department. Ensure proper filling safekeeping of financial records. Perform reconciliations where required and compile weekly and monthly reports. Laise with relevant stakeholders to facilitate timely investigations, corrections and resolutions of identified control weaknesses and audit findings.

ENQUIRIES : T. Bosman Tel No: (041) 492 1230 / 1232 – Nelson Mandela District (Gqeberha)
Mr. B. Mbangatha Tel No: (043) 492 1839 / 1839 Amathole District – (East London)
e-Recruitment Technical Enquiries – recruitment@ecsrac.gov.za

NOTE : Persons with disabilities are encouraged to apply.

POST 36/139 : **STATE ACCOUNTANT: EXPENDITURE MANAGEMENT REF NO: DSRAC 12/09/2026**

SALARY : R338 106 – R398 277 per annum (Level 07), (an all-inclusive remuneration)
CENTRE : BCM District (Ku Gompo City)
REQUIREMENTS : National Senior Certificate plus a National Diploma (NQF Level 6) or B. Degree (NQF level 7 as recognised by SAQA) in Accounting/ Cost & Management Accounting/ Financial Management/ Internal Audit qualifications with at least 1 to 2 years' experience within the public sector expenditure management field and payment of employee benefits. Public sector finances experience in budgeting and revenue management will be added advantage. Knowledge of financial systems (LOGIS, PERSAL and BAS) and be able to interpret NERF and Standard Chart of Accounts (SCoA). Knowledge of Public Service Regulations, Legislations / policies / prescripts and procedures. Knowledge of Treasury Regulations and Division of Revenue Act (DORA), understanding of the Public Finance Management Act (PFMA) and Appropriation Act. Preferential Procurement Policy Framework Act (PPPFA), Financial Regulations Knowledge of Batho Pele principles. Computer literacy specializing in Advanced EXCEL and PowerPoint Presentation. Good communication and report writing skills. Sound organisational skills. People management. Customer / client orientated approach and ability to work under pressure and independently. A valid driving licence (Code 8) is required.

DUTIES : Render and implement payment services. Facilitate receipt of invoices from Supply Chain Management and identify misclassification of commitments on isisele and Logis System. Verify authenticity of attachments on both isisele and Logis Systems. Laise with internal audit and external stakeholders. Capture payments on Logis System. Pre-authorize payments on Logis and Isisele. Forward pre-authorized payments to internal control for verification and authenticity of the documents on Logis systems. Ensure proper filling of documents and submit to internal control for safekeeping. Compile weekly and monthly reports. Implementation of expenditure patterns of the department. Prepare expenditure report documentation as per responsibility codes of the programmes. Identify record and submit to supervisor misallocations of funds.

ENQUIRIES : MR. B. Mbangatha Tel No: (043) 492 1839 / 1839 Amathole District – (East London)
e-Recruitment Technical Enquiries – recruitment@ecsrac.gov.za

POST 36/140 : **ADMIN CLERK SUPERVISOR: LOGISTICS AND STORES MANAGEMENT REF NO: DSRAC 13/09/2026**

SALARY : R338 106 – R398 277 per annum (Level 07), (an all-inclusive remuneration)
CENTRE : Head Office (Qonce)
REQUIREMENTS : National Senior Certificate Plus National Diploma (NQF Level 6) or B. Degree (NQF level 7 as recognized by SAQA) in Supply Chain Management/Logistics/Purchasing Management/ Financial Management /Public Management/Purchasing Management, Financial Management with at least 1 - 2 years relevant experience within a Supply Chain Management environment, logistics, stores, Provisioning Administration. Knowledge of PFMA, Treasury Regulations, PPPFA, Treasury Circulars, and instruction notes relating to SCM Management. Computer literacy. Knowledge of transversal systems BAS and LOGIS (LOGIS certificate is compulsory and will be required on or before the interview date). Knowledge of Batho Pele principles. Ability to work under pressure and prioritize work. Knowledge and understanding of Supply Chain Management Framework. Computer Literacy.

Excellent Communication Skills. Interpersonal Skills. Understanding of prescripts. Conflict Management, problem-solving, people management skills. Excellent administrative, coordination and organizational skills. A valid driving license (Code 8) is required.

DUTIES : Management of Logistics and Stores in accordance with departmental policies and applicable prescripts. Management of Inventory and stock control. Management of receipt, storage and distribution of goods. Provide sound logistic Administration. Ensure compliance with internal controls. Render proper record and information management. Responsible for monitoring, reporting and reconciliation. Render effective asset and resource management, supervision of staff, as well as stakeholder and service delivery support. Provide general administration for the stores and warehouse management unit.

ENQUIRIES : M. Cezula – Head Office (eQonce) Tel No: (043) 492 1400
e- Recruitment Technical Enquiries – recruitment@ecsrac.gov.za

NOTE : Persons with disabilities are encouraged to apply.

POST 36/141 : **PROVISIONING ADMIN OFFICER: SCM CLERK SUPERVISOR (SCM-DEMAND & ACQUISITION) REF NO: DSRAC 14/09/2026**

SALARY : R338 106 – R398 277 per annum (Level 07), (an all-inclusive remuneration)
CENTRE : Nelson Mandela District
REQUIREMENTS : National Senior Certificate plus National Diploma (NQF Level 6) or a B.Degree (NQF level 7 as recognized by SAQA) Supply Chain Management, Public Management, Logistics, Purchasing Management, Financial Management. 1 to 2 years' relevant experience within a Supply Chain Management environment. A good understanding of the relevant government regulatory framework. Knowledge of public service legislations, prescripts, procedures and processes. Knowledge and understanding of Supply Chain Management Framework. Knowledge of BAS and LOGIS systems. Basic knowledge of financial management. Computer Literacy. Excellent Communication Skills. Interpersonal Skills. Understanding of prescripts. Presentation Skills Conflict Management, financial management, problem-solving, people management skills. Excellent in administrative, coordination and organizational skills. Ability to work under pressure and independently. A valid driving license (Code 8) is required.

DUTIES : Provide for Procurement of goods and services for the district. Ensure compliance with procurement regulations and prescripts. Ensure suppliers utilized are properly registered with Central Supplier Database and LOGIS. Assist end users in creating requisitions on LOGIS. Ensure requisitions are linked to the procurement memorandums and are accompanied by clear specifications and/or terms of reference. Receive and issue Request for Quotations and ensure correct evaluation process of RFQ's is done in line with the prescripts. Ensure specifications and terms of reference are properly done and aligned with the prescripts. Verify and re-calculate quotations received for completeness and accuracy. Ensure correct validity periods are set according to the nature of procurement. Facilitate the compilation and consolidation of District Demand Management Plan. Assist and ensure the demand plan is implemented. Assist in conducting market analysis of the commodities utilized by the department. Assist in monitoring and reporting on the commitments of the district. Provide support and assistance to end users in clearing the commitments for the district. Ensure manual orders created are timeously converted into LOGIS. Monitor the update of the manual order register. Assist in the compilation of specifications where necessary. Provide secretariat services to the relevant committees where necessary.

ENQUIRIES : Ms. T. Bosman Tel No: (041) 492 1230 / 1232 / 1292 Nelson Mandela District – (Gqeberha)
e- Recruitment Technical Enquiries – recruitment@ecsrac.gov.za

NOTE : Persons with disabilities are encouraged to apply.

POST 36/142 : **CULTURAL OFFICER: SOKAPASA ARTS CENTRE REF NO: DSRAC 15/09/2026**

SALARY : R338 106 – R398 277 per annum (Level 07), (an all-inclusive remuneration)
CENTRE : Amathole District – (Ku Gompo City)
REQUIREMENTS : National Senior Certificate plus a National Diploma (NQF Level 6) or B. Degree (NQF Level 7) in Arts and Culture/ Performing Arts/ Visual Arts/ Fine Arts/ Craft

Design as recognized by SAQA with 1 to 2 years' relevant experience in an Arts & Culture environment. Extensive high-level knowledge of arts and culture and interpretation of policies. Excellent knowledge about cultural programs. People management and empowerment. Financial and knowledge management. Client orientation. Further knowledge of Local authorities, Departmental management and officials, General public/community, Academic institutions and learners, Private Sectors, Executing authority (Political Bearers), Municipalities (local and districts). Cultural and Creative Industries Master Plan. The candidate must possess good interpersonal relations and ability to work as a team. Must have written and verbal communication skills. Candidate must be able to work independently, under pressure, and after hours. Be willing to drive to various districts for stakeholder engagement. A valid (Code 8) driving licence.

DUTIES : Assist in the drafting of the Art center business plan. Coordinate Arts and Culture Provincial Programmes. Organise logistics and attend meetings. Organise festival equipment for artists. Facilitate and implement art centre programs. Craft roster for activities. Organise arts centre structures. Consult with relevant stakeholders. Identify beneficiaries. Coordinate approval of submissions. Facilitate access of the art centre. Market the institution to the communities. Monitor day to day operations of the art centre. Responsible for art centre material. Develop database for artists. Provide institutional support. Maintain working relations with the stakeholders. Give support to developing artists. Monitor progress of artists. Provide administrative support. Consolidate and compile quarterly and annual reports. Monitor budget expenditure and revenue collection. Coordinate procurement submission. Organise and monitor visitor's register.

ENQUIRIES : Mr. B. Mbangatha Tel No: (043) 492 1839 / 1839 Amathole District – (East London)
e-Recruitment Technical Enquiries – recruitment@ecsrac.gov.za

NOTE : Preference will be given to applicants who speak, read and write at least two (2) official languages, including English and any of the following: isiXhosa, Sesotho, Afrikaans and South African Sign Language (SASL) Persons with disabilities are encouraged to apply.

POST 36/143 : **HR OFFICER: HR CLERK SUPERVISOR REF NO: DSRAC 16/09/2026**

SALARY : R338 106 – R398 277 per annum (Level 07), (an all-inclusive remuneration)
CENTRE : Bayworld Museum
REQUIREMENTS : National Senior Certificate Plus National Diploma (NQF Level 6) or B. Degree qualification (NQF level 7) as recognised by SAQA in Human Resource Management / Personnel Management /Public Administration / Public Management / Business Management / Industrial Psychology with at least 1 to 2 years functional experience in a Human Resource Management environment. Extensive knowledge of the PERSAL and Pension Case Management systems. Human Resource Management Methodology, Principles and Strategies. COIDA, DPSA Directives, Customer Service principles (Batho Pele Principles). Budgeting and Financial Management, Labour Relations Act, Employment Equity Act, Basic Condition of Employment Act, Public Finance Management Act (PFMA), National Treasury regulations, Promotion of Access to Information Act, Promotion of Administrative Justice Act (PAJA), Minimum information security standard (MISS), Protection of Personal Information Act (POPIA) Skills: Coaching and Mentoring, Conflict Management, Critical and Innovative Thinking, Inspire Commitment, People Management, Performance and oversight, Performance/ Project Management, Quality Assurance, Risk Management. Ability to work under pressure and independently. A valid (Code 8) driving license.

DUTIES : Coordinate and monitor leave and PERSAL administration in the museum. Assist with the implementation of Recruitment and Selection. Capture appointments, confirmation of probations, promotions and services terminations on PERSAL. Assist on confirmation of probationary appointment. Assist in implementing services termination and processing the benefits. Capture appointments and promotion of employees on PERSAL. Assist in the implementation of HR policies. Process employee service benefits (housing allowance, S&T, Long services, grade & pay progression, medical and IOD. Assist in implementation of service benefits (Housing and personnel provisioning. Must be able to capture personnel information on PERSAL and

		on PCM. Provide good administration. Ensure that personnel files meet the required standard.
ENQUIRIES	:	V. Ketelo Tel No: (041) 584 0650 – Bayworld Museum, (Gqeberha)
	:	e- Recruitment Technical Enquiries – recruitment@ecsrac.gov.za
NOTE	:	Persons with disabilities are encouraged to apply.
POST 36/144	:	**LIBRARIAN (X3 POSTS)** (Re-advertisement)
SALARY	:	R338 106 – R398 277 per annum (Level 07), (an all-inclusive remuneration)
CENTRE	:	Sarah Baartman District (Loerie Public Library) Ref No: DSRAC 17/09/2026 Joe Gqabi District (Steynsburg Public Library) Ref No: DSRAC 18/09/2026 Chris Hani District (Cradock Public Library) Ref No: DSRAC 19/09/2026
REQUIREMENTS	:	National Senior Certificate plus a National Diploma (NQF Level 6) or Bibl. Degree / B Tech (NQF Level 7) as recognized by SAQA in Library and Information Science / Studies or Bachelor of Information Sciences with at least 1 to 2 years working experience in a Library and Information Service field. Knowledge of public service legislation, policies, and prescripts. Basic knowledge of library and information science procedures and processes. Good computer, organising, communication, and report writing skills, excellent human, and interpersonal relations. Sound knowledge of stakeholders. A valid driving (Code 8) license.
DUTIES	:	Implement awareness campaigns, reading programmes and promotion of library use to all communities. Implement stock control of all library material. Manage, receive & reconcile library material from the district office. Attend to user needs. Compilation of monthly user statistics and report writing. Participate in crafting of the business plan. Management of library assets and resources Implement annual recovery of monies. Establish & sustainment of library structures. Management of mini-lib services. Supervision of staff.
ENQUIRIES	:	T. Thomas / O. Ngampu Tel No: (045) 492 0030 / 0054 – Chris Hani District (Komani) MS. N. Qumza Tel No: (043) 492 1839 / 1839 Sarah Baartman District (Makanda) P. Masepe / N. Fiki Tel No: (051) 492 4806 – Joe Gqwabi District (Maletswai) e- Recruitment Technical Enquiries – recruitment@ecsrac.gov.za
NOTE	:	Preference will be given to applicants who speak, read and write at least two (2) official languages, including English and any of the following: isiXhosa, Sesotho, Afrikaans and South African Sign Language (SASL), depending on the dominant language in the district where the post is located.
POST 36/145	:	**HR OFFICER: HR CLERK PRODUCTION (HRM) (X2 POSTS)**
SALARY	:	R237 453 – R 279 708 per annum (Level 05), (an all-inclusive remuneration)
CENTRE	:	Alfred Nzo District Ref No: DSRAC 20/09/2026 Sarah Baartman District Ref No: DSRAC 21/09/2026
REQUIREMENTS	:	National Senior Certificate plus a Diploma (NQF Level 6) or Degree (NQF level 7) as recognized by SAQA in Human Resource Management or Public Management or Public Administration or Industrial Psychology. Exposure in the field will be an added advantage. Knowledge of PERSAL and Pension Case Management (PCM) will be an added advantage. Sound knowledge of Conditions of Service and other HR-related prescripts. Good written and verbal communication. Computer literacy. Ability to ensure maximum level of confidentiality. A valid (Code 8) driving license will be an added advantage.
DUTIES	:	Monitor leave management in district. Control leave books and leave registers. Assist with the implementation of Recruitment and Selection. Assist on confirmation of probationary appointment. Assist in implementing services termination and processing the benefits. Capture appointments, transfers and promotion of employees on PERSAL. Assist in the implementation of HR policies. Assist in implementation of service benefits (Housing and personnel provisioning. Must be able to capture personnel information on PERSAL and on PCM. Provide good administration. Ensure that personnel files meet the required standard. Monitor leaves in the office and at institutions (i.e. libraries and museums). Reconcile and capture all leaves.
ENQUIRIES	:	Ms. N. Qumza Tel No: (046) 492 0227 Sarah Baartman District – (Makanda) Mr. G. Gugwana Tel No: (039) 492 0297 Alfred Nzo District – (Mount Ayliff) e-Recruitment Technical Enquiries – recruitment@ecsrac.gov.za
NOTE	:	Persons with disabilities are encouraged to apply.

POST 36/146	:	**ADMIN CLERK REF NO: DSRAC 22/09/2026**
SALARY	:	R237 453 – R279 708 per annum (Level 05), (an all-inclusive remuneration)
CENTRE	:	Bayworld Museum (Gqeberha)
REQUIREMENTS	:	National Senior Certificate plus a Diploma (NQF Level 6) or Degree (NQF Level 7) as recognised by SAQA in Supply Chain Management/ Public Management/ Public Administration/Inventory Management/Stores/Logistics Management. Exposure in the field will be an added advantage. Knowledge of registry duties, practices as well as the ability to capture data, and operate computer will also be an added advantage. Working knowledge and understanding of the legislative framework governing the Public Service. Knowledge of storage and retrieval procedures in terms of the working environment. Good written and verbal communication. Acceptable report writing skills. Computer literacy. Ability to ensure maximum level of confidentiality. A valid (Code 8) driving license will be an added advantage.
DUTIES	:	Facilitate receipt of goods and services. Receive, check and record the goods and invoice received from supplier. Compare goods received with requisition forms. Endorse signature on receipt of goods. Record goods received. Keep goods in a correct and safe place. Facilitate storage, issuing and distributing stores item/inventory. Enter goods in a correct bin allocation. Update bin cards and item records. Keep and maintain the asset register of the museum. Assist in the Administration of the Museum fleet. Liaise with the end user for collection of goods received. Issue and facilitate signing of goods receipt voucher by the end user. Facilitate capturing and submission of payment voucher documents. Compare and check invoice against the order and the goods received. Check validity of the invoice (stamp, signature and banking details). Receive and capture submission on the system. Record outgoing submission. Forward the submission to payments. Stock control and stocktaking.
ENQUIRIES	:	V. Ketelo Tel No: (041) 584 0650 – Bayworld Museum (Gqeberha) e- Recruitment Technical Enquiries – recruitment@ecsrac.gov.za
NOTE	:	Persons with disabilities are encouraged to apply.
POST 36/147	:	**GENERAL ASSISTANT: LOGISTICS SERVICES REF NO: DSRAC 23/09/2026** Re-advertisement
SALARY	:	R144 024 – R 169 656 per annum (Level 02), (an all-inclusive remuneration)
CENTRE	:	Amathole District (Ku-Gompo City)
REQUIREMENTS	:	Abet Level 4 or grade 10. National Senior Certificate will be an added advantage. No experience required. Exposure to the environment will be an added advantage. Prepared to work after hours. Knowledge: Basic knowledge of work procedures in terms of the working environment. Interpersonal relations and communication skills. A valid (Code 8) driving license.
DUTIES	:	Assist in receiving, loading, and offloading goods in the district. Assist in stock taking and verification of assets. Ensure prompt delivery of documents to provincial office, other departments and safe keeping of information/documents whilst in transit. Photocopying of documents. Collection of delivery items/ correspondence to various offices in the district. Ferry officials to departmental events, i.e., workshops and meetings. Collect and deliver mail to registry office. Paste notices in the district notice boards. Assist in any general assistant's duties as and when required to do so. Provide cleaning services of offices, boardroom, and walkways. Keep and maintain cleaning materials and equipment. Prepare venue for functions and meetings. Prepare tea during meetings. Assist during functions.
ENQUIRIES	:	Mr. B. Mbangatha Tel No: (043) 492 1839 / 1839 Amathole District – (Ku-Gompo City) e- Recruitment Technical Enquiries: erecruitment@ecsrac.gov.za
NOTE	:	Persons with disabilities are encouraged to apply.
POST 36/148	:	**LIBRARY ASSISTANT (X9 POSTS)**
SALARY	:	R201 093 – R236 877 per annum (Level 04), (an all-inclusive remuneration)
CENTRE	:	Amathole District (Bezuidenhout Library) Ref No: DSRAC 24/09/2026 OR Tambo District (Ruze Community Library) Ref No: DSRAC 25/09/2026 OR Tambo District (Qumbu Community Library) Ref No: DSRAC 26/09/2026 Alfred Nzo District (Cerdaville Public Library) Ref No: DSRAC 27/09/2026

Chris Hani District (Dodrecht Public Library) Ref No: DSRAC 28/09/2026
Sarah Baartman Distric (Tsitsikam Library) Ref No: DSRAC 29/09/2026
Sarah Baartman District (Kroonvalle Public Library) Ref No: DSRAC 30/09/2026
JOE Gqabi District (Sterkspruit Public Library) Ref No: DSRAC 31/09/2026
JOE Gqabi District (Burgersdorp Library) Ref No: DSRAC 32/09/2026

REQUIREMENTS : National Senior Certificate. A National Senior Certificate with relevant experience or Diploma/B. Degree (NQF level 6/7) as recognized by SAQA in Library & Information Science will be an added advantage. Good command of at least two (2) official languages will be an added advantage. Knowledge of library systems and relevant government prescripts. Exposure in the field will be an added advantage. Computer literacy. Good verbal and written skills. A valid (Code 8) driving licence will an added advantage.

DUTIES : Perform all circulations duties in the library. Join and assist in renewal library membership. Shelving of all library reading material. Attend to reference queries brought by users. Maintain good public relations with stakeholders. Accompany librarian in attending meetings when necessarily. Compile statistics of the library. Assist in organising and/ or be involved in awareness programmes (Advocacy and Marketing). Assist in the formation/establishment of a library structure & book clubs. Responsible for orientation and children's programmes. Assist in the management of library donations, and other programmes in the library including ICT and mini-lib services. These posts are earmarked for persons with disabilities.

ENQUIRIES : MR. B. Mbangatha Tel No: (043) 492 1839 / 1839 Amathole District
S. Stuma Tel No: (047) 495 0853 – OR Tambo District (Mthatha)
M. Gugwana Tel No: (039) 492 0297 – Alfred Nzo District (Mount Ayliff)
T. Thomas / O. Ngampu Tel No: (045) 492 0030 / 0054 – Chris Hani District (Komani)
Ms. N. Qumza Tel No: (043) 492 1839 / 1839 Sarah Baartman District (Makanda)
P. Masepe / N. Fiki Tel No: (051) 492 4806 – JOE Gqwabi District (Maletswai)
e- Recruitment Technical Enquiries – recruitment@ecsrac.gov.za

NOTE : Preference will be given to applicants who speak, read and write at least two (2) official languages, including English and any of the following: isiXhosa, Sesotho, Afrikaans and South African Sign Language (SASL), depending on the dominant language in the district where the post is located. Persons with disabilities are encouraged to apply.

POST 36/149 : **HANDYMAN (X2 POSTS)**
East London Museum & Amathole Museum)

SALARY : R170 226 – R200 523 per annum (Level 03), (an all-inclusive remuneration)
CENTRE : EL Museum Ref No: DSRAC 33/09/2026
Amathole Museum Ref No: DSRAC 34/09/2026

REQUIREMENTS : Grade 8 certificate / ABET level 4 or NQF leve1 – 3 with no experience. Must be able to write and read. Good interpersonal skills. Good Verbal and written communication skills. Self – motivated. The following will serve as added advantage: Performing General Assistant duties, exposure in the field will be an added advantage and a valid (Code 8) driving licence.

DUTIES : Safeguard all master and spare keys belonging to the institution. Attend to all defects in the building. Assists with emergency situations such as elevator breakdowns; building evacuations etc. Perform a stock take of areas of responsibilities such as keys, office equipment etc. Ensure that all equipment is provided with the locking facilities. Binding of Departmental immense documents.

ENQUIRIES : G. Morcom / S. Lamati Tel No: (043) 743 0686 – EL Museum (Ku-Gompo City)
: S. Cakata Tel No: (043) 642 4506 – Amathole Museum (Qonce)
e- Recruitment Technical Enquiries – recruitment@ecsrac.gov.za

NOTE : Persons with disabilities are encouraged to apply.

POST 36/150 : **GROUNDSMAN REF NO: DSRAC 35/09/2026 X2 POSTS)**

SALARY : R144 024 – R169 656 per annum (Level 02), (an all-inclusive remuneration)
CENTRE : Bayworld Museum
REQUIREMENTS : Grade 8 certificate / ABET level 4 or NQF leve1 – 3 with no experience. The following will be an added advantage: experience in gardening, grounds maintenance or general assistant duties & exposure in the field. Must be able

to read and write. Good interpersonal, verbal and written communication skills. Self-motivated.

DUTIES : Maintain lawns, flowerbeds, trees and pathways around the museum. Water plants, remove weeds, prune shrubs and trees, mow grass, and sweep outdoor areas. Relocate plants and trees, remove garden refuse, and assist with care and pest control of the cycad collection. Clean paved surfaces using high-pressure equipment. Keep signage, benches, bins, storerooms, and public spaces neat and presentable. Care for gardening tools and equipment; detect and report malfunctioning tools or maintenance issues such as leaks or broken lights. Assist with moving and setting up exhibition materials, showcases, furniture, and display cases. Help with the construction, assembly, and maintenance of museum displays and exhibition structures under supervision. Provide cleaning services in exhibition rooms, workshops, and storage areas. Set up chairs, tables, and equipment for school visits, talks, and community events. Assist with venue preparation and clean-up before and after functions. Support caretakers and cleaners as required. Perform any other duties related to grounds and facility upkeep or general assistant work as assigned by the supervisor.

ENQUIRIES : V. Ketelo Tel No: (041) 584 0650 – Bayworld Museum (Gqeberha)
e- Recruitment Technical Enquiries – recruitment@ecsrac.gov.za

NOTE : Persons with disabilities are encouraged to apply.

POST 36/151 : **CLEANER REF NO: DSRAC 36/09/2026**

SALARY : R144 024– R169 656 per annum (Level 02), (an all-inclusive remuneration)

CENTRE : Bayworld Museum

REQUIREMENTS : Grade 8 certificate or ABET level 4 or NQF leve1 - 3 with no experience. One (1) year experience as a cleaner will be an added advantage. Good interpersonal skills. Good verbal communication skills. Self – motivated. Exposure in the field will be an added advantage.

DUTIES : Provisioning of cleaning services. Cleaning offices corridors, elevators, and boardrooms by: Dusting and waxing office furniture. Sweeping, scrubbing, and waxing of floors. Vacuuming and shampooing floors. Cleaning walls, windows, and doors. Emptying and cleaning of dirt bins. Collect and removing of waste papers. Freshen the office areas. Clean general kitchens by: Cleaning of bins. Wash and keep stock of kitchen utensils. Cleaning the rest rooms by: Refilling hand wash liquid soap. Replace toilet papers, hand towels and refreshers. Empty and wash waste bins. Keep and maintain cleaning materials and equipment. Report broken cleaning materials and equipment. Cleaning of machines (microwaves, vacuum cleaners etc) and equipment after use

ENQUIRIES : V. Ketelo Tel No: (041) 584 0650 – Bayworld Museum, (Gqeberha)
e- Recruitment Technical Enquiries – recruitment@ecsrac.gov.za

NOTE : Persons with disabilities are encouraged to apply.

INTERNSHIP PROGRAMME 2026/27-2027/8 (24 MONTHS)

NOTE : The Department of Sport, Recreation, Arts & Culture is offering an internship programme. The programme will be for a non-renewable period of 24 months. Unemployed Graduates are invited to apply and be in possession of the National Diploma / Degree as indicated in the requirements below. Applicants who previously underwent or are currently on an internship programme will not be considered. The objective of the Internship program within the public service, is to address the problem of youth unemployment, especially tertiary (university and Technikon) graduates by providing them with work experience opportunities in the public service. As per the Directive issued by DPSA on the employment of persons to developmental programmes in the public service: Internship, Learnership, Apprenticeship, Graduate recruitment schemes and related programmes, this Internship programme is specifically aimed at the following: Interns need to be graduates and unemployed. Interns need to be within their specific demographic area. The internship should not exceed a period of 24 months, meaning candidates cannot enter an internship program more than once. During the tenure of the contract, the youth will receive continuous learning and development interventions to improve their skills through on-the-job training initiatives for optimal performance and to equip them for future employment.

OTHER POST

POST 36/152	:	**INTERN: CULTURAL AFFAIRS (ARTS & CULTURE) REF NO: DSRAC: 37/09/2026** Re-Advertisement
STIPEND	:	R8 174.75 per month
CENTRE	:	Joe Gqabi District (Maletswai)
REQUIREMENTS	:	National Senior Certificate/Matric Certificate/Grade 12 with a three-year degree/National Diploma (NQF 6) as recognized by SAQA in Arts and Culture Studies// Arts Management/ Fine Arts/ Performing Arts. Bachelor of Arts /Social Science majoring in one of the following or related fields Music, Dance & Drama, Visual Arts, Film. majoring in one other following or related fields: Langue, Music, Dance, Speech & drama, Visual Arts, Film or any relevant field of study. Previous experience in arts administration, event planning, or related fields. Knowledge of arts and culture structures and funding institutions. Strong interest in arts, culture, and community engagement. Excellent written and verbal communication skills. Organizational skills and attention to detail. Ability to work independently and as part of a team. Creativity and willingness to contribute ideas. Be a South African citizen. Must have no criminal record. Applicants must be unemployed and never participated in an internship programme previously.
DUTIES	:	Assist in the development of concept documents. Assist in the development of budget and Implementation of Operational Plan. Assist with Monitoring of Arts and Culture funded Projects. Compile project reports. Assist with planning and coordination of arts and culture events, exhibitions or festivals. Compile monthly reports for the section. Implement outreach programmes. Assist with procurement in the section. Assist with administrative tasks such as scheduling, drafting correspondence, maintaining database, organize meeting and minutes taking. Engage with artists, performers, and community partners as needed.
ENQUIRIES	:	Mr. L Putter Tel No: (040) 608 4200 For e-Recruitment Enquiries, Email: erecruitment@ecdoe.gov.za

ANNEXURE T

PROVINCIAL ADMINISTRATION: FREE STATE
DEPARTMENT OF COMMUNITY SAFETY, ROADS AND TRANSPORT

The Free State Department of Community Safety, Roads and Transport is an equal opportunity affirmative action employer. The Department intends to promote representativity (race, gender and disability) through the filling of these positions and candidates whose appointments will promote representativity will receive preference.

APPLICATIONS	:	Applications, quoting the relevant reference number, should be hand-delivered or emailed as follows: No 45 Charlotte Maxeke Street, Perm Building, Bloemfontein. Applications that are hand-delivered must be brought to the Perm Building where they must be placed in the appropriately marked box on the Security Ground floor. Applications may also be e-mailed for the attention of Mr T.K.Z Ntai (PRE@freetrans.gov.za). Contact details of Mr T.K.Z Ntai (082) 059 9707
FOR ATTENTION	:	Mr T.K.Z Ntai (Acting Deputy Director: Transport Registrar)
CLOSING DATE	:	23 October 2026 at 16h00
NOTE	:	The Provincial Regulatory Entity (PRE) is an independent regulatory body responsible for considering and adjudicating applications for operating licenses and performing regulatory functions assigned in terms of the National Land Transport Amendment Act, No. 23 of 2023. The Member of the Executive Council (MEC) calls for the appointment of Two (2) candidates to serve as members of the Provincial Regulatory Entity (PRE) Committee of the Department of Community Safety, Roads and Transport (CSRT). The Member of the Executive Council (MEC) for Community Safety, Roads and Transport in the Free State Province further invites suitably qualified, experienced and competent persons for appointment as Members of the Free State Provincial Regulatory Entity (PRE) in terms of the National Land Transport Amendment Act, No. 23 of 2023. A person may not be appointed if he or she has been convicted of an offence involving fraud, corruption or dishonesty, has been declared insolvent and has not been rehabilitated, has been removed from an office of trust, has a direct financial interest in any public transport operation that may create a conflict of interest, and is unable to perform the functions of the office independently and impartially. Applications must be accompanied by a comprehensive curriculum vitae accurately detailing the qualifications, certified copies of academic qualifications, professional membership (if applicable), relevant experience and the identity document. Applicants are required not to use the Z83 application form when they apply. Applicants must clearly indicate the reference number in the covering letter of the application. Only short-listed candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following an invitation from the Department. Documents such as qualification(s) and other related document(s) should be in line with the requirements of the advertisement. Qualification certificates must not be copies of certified copies. The onus is on the applicants to ensure that their applications are emailed or hand-delivered timeously. Candidates who possess foreign qualifications and/or short course/s certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA). Dual citizenship holders must provide the Police Clearance certificate from their country of origin when shortlisted. All non-SA Citizens will be required to submit a copy of proof of South African permanent residence when shortlisted. Suitable candidates will be subjected to a personnel/verification 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 consider your application as unsuccessful. The Department reserves the right not to make any appointments. Applicants who do not comply with the above-mentioned requirements, as well as applications received late, will not be considered. The Department does not accept applications via fax.

OTHER POST

POST 36/153	:	**PROVINCIAL REGULATORY ENTITY (PRE) REF NO: FS CSRT PRE 02/2026**
SALARY	:	Provincial Regulatory Entity (PRE) sitting (including preparation): The Members will be paid sitting allowances per sitting of the PRE. The Members will be paid an allowance per ad-hoc meeting as determined by the MEC. The Members will be paid subsistence and travelling allowances when attending PRE activities and meetings. The Members will be appointed in terms of the National Land Transport Amendment Act No 23 of 2023.
CENTRE	:	Free State Department of Community Safety, Roads and Transport: Head Office (Bloemfontein)
REQUIREMENTS	:	Candidates must have at least ten (10) years' relevant experience in both the Public and Private Sector and any postgraduate degree or equivalent qualification in Finance, Transport Logistics or Transport Economics or Transport Management (Specialisation in Public Transport). Knowledge of the National Land Transport Amendment Act No 23 of 2023. Technical knowledge of the prescripts, regulations, and frameworks governing the Department's mandate and the National Land Transport Amendment Act No 23 of 2023. Competencies: Strong leadership, analytical thinking, good communication skills, ability to inspire confidence and maintain a balanced view, ability to maintain independence and objectivity, facilitation skills, courage to stimulate discussions and ask relevant questions, willingness to dedicate time to serve the interest of the public, encourage openness and transparency, professional approach, high level of integrity, independent judgement, knowledge of the public sector risk and control, and ability to offer new perspective, ability to promote effective working relationships. Be persons of integrity, independence and sound judgement.
DUTIES	:	As an Advisory Committee/entity to the Accounting Officer and MEC as required in terms of the requirements of the National Land Transport Amendment Act No 23 of 2023, the Provincial Regulatory Entity will: Adjudicate, oversee, advise and decide on the applications received regarding public transport operating licenses (renewals, transfers and amendments). Advise on issues relating to the public transport services in the province, thus ensuring compliance with the operating license conditions. Monitor and regulate public transport operations and route management within the Free State province. Assist in ensuring the transformation of the public transport sector, particularly in the taxi industry and the implementation of public policies and strategies relating to the National Land Transport Amendment Act. Advise when there are disputes in the transport sector and ensure that they are resolved. Improve efficiency in the Operator License Administration System (OLAS) and reduce backlogs of pending taxi applications. Improve service delivery on its core mandate of ensuring road safety, regulated public transport and an integrated transport system and network. Provision of sustainable community safety through its monitoring and assessment activities of all public transport modes within the Free State. Ensuring that the demands of public transport motor vehicles for required services in terms of the NLTA is compliant within the province are met efficiently, economically and effectively.
ENQUIRIES	**:**	Acting Deputy Director: Transport Registrar: Mr T.K.Z Ntai- Contact number: 0820599707

DEPARTMENT OF EDUCATION

APPLICATIONS	:	For All Posts: https://www.erecruitment.fs.gov.za
CLOSING DATE	:	23 October 2026
NOTE	:	Applications must be submitted using the link provided in the advertisement. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a detailed Curriculum Vitae (only). Certified copies of qualifications and other relevant documents will be requested from shortlisted candidates on or before the day of the interview. Successful candidates will be subjected to Personnel Suitability Checks (criminal record, citizenship & financial/asset record checks, qualification and employment verification including social media profiles). Appointment is subject to positive results of the security clearance process. The successful candidate will be required to sign an annual performance agreement and, where applicable, annually disclose his/her financial interests. All applicants are required to declare any conflict or perceived conflict of interest, to disclose

memberships of Boards and directorships that they may be associated with. Applicants, who do not comply with the requirements outlined above, will not be considered. People with disabilities, women and youth are encouraged to apply. In line with the Directive on Human Resource Management for Public Servants Professionalisation: Volume 1, all shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment.

OTHER POST

POST 36/154 : **DEPUTY DIRECTOR REF NO: PS17/2026/01**
Free State Department of Education Early Childhood Administration and Reporting System (eCares) Manager

SALARY : R932 292 - R1 098 195 annum (Level 11)
CENTRE : EMIS Sub-Directorate: Bloemfontein (supporting ECD)
REQUIREMENTS : Applicants must be in possession of a SAQA-recognised three-year post-matric qualification (NQF Level 7) in Education (B.Ed. / PGCE) or a SAQA-recognised three-year post-matric qualification (NQF Level 7) in Information Systems / ICT / Computer Science / Data or related field. 5 years Management Experience. 6-7 Years' relevant experience in Systems administration and user support; User Acceptance Testing (UAT) and training facilitation. Data reporting and system usage monitoring. Knowledge of: Cloud-based system operations; Provincial EMIS environment and/or ECD system landscape. Strong analytical, data manipulation and reporting skills (Excel advanced level). Ability to coordinate multi-level stakeholders (national, provincial, district). Problem-solving ability, attention to detail, and customer service orientation. Ability to work independently and travel extensively. A valid driver's license is essential. EMIS experience will be an added advantage.
DUTIES : The successful candidate will be responsible for Provincial eCares System Use & Performance management. Lead provincial support for system usage, performance and adoption; Monitor user compliance with system functionality and data workflows; Advocate system utilisation for decision-making. User Support & Access Management; Manage 1st line helpdesk support for PED users; Manage user access, roles and permissions; Escalate issues promptly to national and service providers. User Training & Capacity Building- Conduct ongoing training on: New releases; Functional improvements; Reporting and dashboards. Support districts and circuits to drive usage. Testing & Implementation-Lead provincial testing of system releases and updates; Develop test plans, record UAT outcomes, submit feedback to developers; Validate system enhancements prior to deployment. Systems Maintenance Support- Work with DBE and vendors (e.g. Mezzanine/Vodacom) to ensure continuity; Identify and resolve technical issues affecting provincial users. Reporting & Master Data Management-Maintain alignment between eCares and EMIS Masterlists; Validate EMIS number allocation in eCares; Support provincial reporting needs and accuracy. Stakeholder Collaboration-Work closely with PED ECD and EMIS Directorates; National EMIS and ECD teams social partners such as Ilifa Labantwana and the Bana Pele Initiative. The candidate will report to the provincial EMIS head and work closely with the ECD Directorate.
ENQUIRIES : Mr Randall Pienaar, Acting Director IT and Information systems at 079 503 5400

DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE

APPLICATIONS : Effective from 01 April 2026, the Department of Public Works and Infrastructure now utilises an e-Recruitment System which means all applicants must login/register (https://systems.fshealth.gov.za/e-Recruitment/Login)
CLOSING DATE : 23 October 2026
NOTE : To apply for positions, we only accept hand delivered/posted/emailed applications should an applicant prove that he/she tried to apply via e-Recruitment with no success and the Department of Public Works and Infrastructure ICT unit was unable to assist. The applicant's profile on the e-Recruitment is equivalent to the newly approved Z83, and it is the

responsibility of applicants to ensure their profiles are fully completed or their applications will not be considered, as per the DPSA Practice Note. Certain documentation will still be required to be uploaded on the system such as copies of all qualifications including National Senior Certificate/Matric certificate, ID, etc., however these documents need not be certified at point of application, and however certification will be required prior to attending the interview. Please note: All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. It should be noted that the Department of Public Works and Infrastructure does not support the use of Artificial Intelligence (AI) in any of its recruitment and selection processes and will disqualify an application if it picks up the use of AI when completing assessments without acknowledging the source of information. Successful completion of the Nyukela Public Service SMS Pre-entry Programme as endorsed by the National School of Government, available as an online course on https://www.thensg.gov.za/training-course/sms-pre-entry-programme/, prior to finalisation of appointment, is a requirement for all SMS positions. For SMS positions certain candidates may be required to undergo additional Competency Assessments. All qualifications, criminal and SA citizenship checks will be conducted on all short-listed candidates and, where applicable, additional checks will be conducted in line with the new DPSA Directive effective 01 April 2024. By submitting your application, it also means you consent to the Department of Public Works and Infrastructure processing your information for Human Resources Management purposes. It is the applicant's responsibility to have all their foreign qualifications (this includes O and A level certificates) evaluated by the South African Qualifications Authority (SAQA), at your own expense. The status of your application will be visible on the e-Recruitment system. However, if you have not been contacted within 4 months of the closing date of this advertisement, please accept that your application was unsuccessful. Faxed or late applications will NOT be accepted. All queries must be submitted via email addressed to Human Resource support team on e-recruitmentfsdpwi01@fswork.gov.za (no applications strictly for enquiries

OTHER POSTS

POST 36/155 : **REGISTRY CLERK REF NO: PWI 13/26 (X1 POST)**
Office of The Head Of Department

SALARY : R237 453 per annum (Level 05), (A basic salary)
CENTRE : Bloemfontein
REQUIREMENTS : Grade 12 or equivalent (NQF 4) qualification. Computer Literacy.
DUTIES : Provide registry counter services. Attend to clients. Handle telephonic and other enquiries received. Receive and register hand delivered mail/files. Handle incoming and out coming correspondence. Receive all mail. Sort, register and dispatch mail. Distribute notices on registry issues. Render an effective filling and record management service. Opening and close files according to record classification system. Filling/storage, tracing (electronically/manually) and retrieval of documents and files. Complete index cards for all filles. Operate office machines in relation to the registry function. Open and maintain franking machine register. Frank post, record money and update register on a daily basis. Undertake spot checks on post to ensure no private post is included. Lock post in postbag for messengers to deliver to Post Office. Open and maintain remittance register. Record all valuable articles as prescribed in the remittance register. Hand delivers and signs over remittances to finance. Send wrong remittances back to sender via registered post and record reference number in register. Keep daily record of amount of letters franked. Process documents for archiving and/disposal Electronics scanning of files sort and package files for archives and distribution. Compile list of documents to be archived and submit to the supervisor. Keep records for archived document.
ENQUIRIES : e-recruitmentfsdpwi01@fswork.gov.za
APPLICATIONS : To apply visit: (https://systems.fshealth.gov.za/e-Recruitment/Login)

POST 36/156	:	**MESSENGER /DRIVER REF NO: PWI 14/26** Office of The Head of Department (HOD)
SALARY	:	R170 226 per annum (Level 03), (A basic salary)
CENTRE	:	Bloemfontein
REQUIREMENTS	:	NQF3 (Grade10). Ability to read and write. Valid Driver's Licence 7-12 month's relevant experience. Knowledge of (procedures and practices regarding messenger services)
DUTIES	:	To render a messenger services, sort and arrange correspondence inn the registry. Collect, distribute and circulate correspondences (mail, parcel, documents and files). Sort mail, files, documents and parcels. Ensure that items to collect are sealed and addressed. Collect mail, files, documents and parcels form addressor. Deliver mail, files, documents and parcels to addresses. To render driver services. Drive light and medium motor vehicles to transport passengers and deliver other items (mail and documents). Do routine maintenance on the allocated vehicle and report defects timely. Complete all the required and prescribed records and log books with regard to the vehicle and the goods handled.
ENQUIRIES	:	e-recruitmentfsdpwi01@fswork.gov.za
APPLICATIONS	:	To apply visit: (https://systems.fshealth.gov.za/e-Recruitment/Login)

DEPARTMENT OF TREASURY

The Free State Provincial Government is an equal opportunity, affirmative action employer and to this end has developed an employment equity plan pursuant to the Employment Equity Act. Preference for the filling of this post will be guided by the departmental equity plan and targets correlating to this post.

APPLICATIONS	:	applications for the Department of Free State Provincial Treasury to be submitted via: Online-link to https://www.erecruitment.fs.gov.za
CLOSING DATE	:	23 October 2026
NOTE	:	Effective from 1 April 2026, the Free State Provincial Treasury now utilises an e-Recruitment System (applicants must submit their applications via the online link https://www.erecruitment.fs.gov.za), which means all applicants must login/register to apply for positions, we only accept hand delivered/posted applications should an applicant prove that he/she tried to apply via e-Recruitment with no success and the Free State Provincial Treasury Information Technology Sub-directorate was unable to assist. The Department will not be responsible for server delays. Late applications due to technical issues will not be considered. The applicant's profile on the e-Recruitment is equivalent to the newly approved Z83, and it is the responsibility of applicants to ensure their profiles are fully completed or their applications will not be considered, as per the DPSA Practice Note. Applicants should upload their curriculum vitae (CV), qualification(s) and other related document(s) as one (1) document attachment on the e-Recruitment system. (Please ensure that document is in PDF format & maximum size 3MB). The Curriculum Vitae should be specific regarding previous positions occupied and the start date and end date of the position(s) should be indicated. Accompanying relevant documentation required to be uploaded on the system such as copies of all qualifications including National Senior Certificate/Matric certificate, Driver's license, ID, etc., such documents need not be certified at point of application, however, certification will be required prior to attending the interview. Only short-listed candidates will be required to submit certified copies of qualifications and other related documents on, or before the day of the interview following an invitation from the Department to attend an interview, and such qualification(s) and other related document(s) should be in line with the requirements of the advertisement. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other will be an integrity (ethical conduct) assessment. Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their applications are submitted online timeously. Candidates who possess foreign qualifications and/or short courses certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA). The highest relevant qualification should be captured/listed as the first qualification on the e-recruitment profile. Applicants are respectfully informed that if no notification of appointment is received within 4 months of the closing date, they must accept

that their applications were unsuccessful. Communication will be limited to short-listed candidates only. Suitable candidates will be subjected to personnel suitability checks (criminal record check, citizenship verification, financial assets check, qualification verification and reference checks). Applications must declare any pending criminal, disciplinary or any other allegations or investigations and/or record. The Department reserves the right not to make appointments on the advertised post(s). All queries must be submitted via email addressed to the Human Resources Recruitment Support Team on: recruitment@treasury.fs.gov.za (no applications, strictly for enquiries purposes). Free State Provincial Treasury is compliant with the requirements of POPIA.

OTHER POST

POST 36/157	:	**DEPUTY DIRECTOR: ADMINISTRATIVE SUPPORT AND CO-ORDINATION REF NO: FSPT 028/26**
SALARY	:	R932 292 per annum (Level 11), (an all-inclusive salary package), (This all-inclusive flexible remuneration package consists of a basic salary, the Government's contribution to the Government Employees Pension Fund and a flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, housing allowance and medical aid assistance).
CENTRE	:	Bloemfontein
REQUIREMENTS	:	An appropriate Diploma or Degree (NQF level 6) qualification in Public Administration/Business Administration or equivalent qualification. A minimum of three (3) years' relevant experience in an administration/support environment below middle management (Assistant Director) / middle management level. Broad knowledge and understanding of the functional areas covered by the executive authority's portfolio. Proven management competencies. Working knowledge of the political and parliamentary processes in South Africa. Computer literacy. Valid driver's license.
DUTIES	:	Manage the administrative and coordination activities within the office of the executive authority, including but not limited to, developing, implementing and maintaining systems to monitor and manage the flow of documents to, from and within the office of the executive authority, managing the procurement and maintenance of equipment and administering the budget in the office of the executive authority, managing logistical support, developing and maintaining a filing system and managing the registry for the office of the executive authority. Liaise with internal and external role-players with regard to matters relating to the portfolio of the executive authority. Render an executive council support service to the executive authority. Supervise employees.
ENQUIRIES	:	Ms. A M J Hattingh: recruitment@treasury.fs.gov.za

ANNEXURE U

PROVINCIAL ADMINISTRATION: GAUTENG
DEPARTMENT OF HEALTH

OTHER POSTS

POST 36/158	:	**MEDICAL SPECIALIST REF NO: REFS/056644** Directorate: Obstetrics And Gynaecology
SALARY	:	Grade 1: R1 139 5528 per annum, (all-inclusive package) Grade 2: R1 592 274 per annum, (all-inclusive package) Grade 3: R1 844151 per annum, (all-inclusive package)
CENTRE	:	Leratong Hospital
REQUIREMENTS	:	Appropriate qualification that allows for registration with HPCSA as Medical Specialist in Obstetrics & Gynaecology. No experience required after registration with HPCSA as a Medical Specialist in Obstetric and Gynae. Knowledge of relevant patient care guidelines and regulated norms and standards (National core standards) Knowledge of annual performance plan objectives and priorities in relation to programmes e.g. patient experience of care programs to improve clinical services. Good communication and team building skills. Human resource policies and labour relations, management of staff leaves, teaching skills and demonstration skills, ability to be a team member on a leading role, knowledge of procurement procedures and supply chain principles, knowledge of finance regulations i.e., management of donations.
DUTIES	:	Overall clinical management of Obstetrics and Gynaecology unit. Supervision of medical officers, intern doctors, clinical associates, students, registrars and other clinical staff. Managing patients in outpatient departments and functioning in a multi-disciplinary team. Be part of the hospital clinical management team, District Health Service in the hospital. Reports to the Head of Clinical unit and the Clinical Manager of Leratong Regional Hospital. Manage, develop, supervise, and implement obstetric treatment protocols, guidelines for effective management of Obstetric and Gynae patients. Mentors and educates junior doctors with direct and indirect supervision to empower medical staff to execute treatment of patients effectively and efficiently. Improve patient/ Client care through implementation of appropriate evaluation methods, tools, protocols & procedures. Assist the hospital in addressing the business model moving towards regional mother facility, reduce referrals and manage patient effectively, manage and supervise Obstetrics and Gynaecology prevention and improved approaches, manage ICU and High care patients with a multidisciplinary approach involving internal medicine. Improve patient record keeping, enhance accessibility of Clinical Service, involved in clinical auditing, Improve Data collection among doctors and nurses. Ensure compliance with the National Core Standards/ ideal hospital Framework. Ensure compliance with code of conduct and public service Act, Regulations, and PFMA. Assist in managing internal and external stakeholder complaints & conflict effectively, within the unit. Permanent residence or South African citizenship in essential. Contribute to the academic Activities of the Hospital. To perform commuted Overtime duties.
ENQUIRIES	:	Ms N Serobatse Tel No: (011) 411-3563 / Ms M Nkuna Tel No: (011) 411-3677/3516
APPLICATIONS	:	Applications should be submitted strictly online at the following E-Recruitment portal: – http//www.professionaljobcenter.gpg.gov.za. No hand-delivered, faxed or emailed applications will be accepted. NB For assistance with online applications please email your query to e-recruitment@gauteng.gov.za
NOTE	:	Kindly note that no payment of any kind is required when applying for posts advertised by the Gauteng Department of Health. The Department reserves the right not to fill any advertised posts. Applications should be accompanied by a fully completed and signed new Z83 form obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. Plus, a recently updated comprehensive Curriculum Vitae (CV). Application without proof of a new Z83 application form and detailed CV will be disqualified. Applicants must indicate the post reference number on their applications. (Shortlisted candidates will receive communication from HR to submit certified copies of educational qualifications and other relevant documents not older than 6 months on or before the day of the interview). It is the applicant's

responsibility to have foreign qualifications evaluated by the South African Qualifications (SAQA). All foreign qualifications must be accompanied by evaluation certificate from the South African Qualification Authority (SAQA). Correspondence will only be limited to shortlisted candidates. Suitable candidates will be subjected to vetting and personnel pre-employment suitability checks (criminal record, citizenships, credit record checks, qualification verification and employment verification) where applicable, candidates will be subjected to a skill/knowledge test. Medical surveillance will be conducted on the recommended candidates. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. It is Departments intention to promote representativity (race, gender, and disability) in the Public Service through the filling of these posts. The Department reserves the right not to appoint/fill this post. NB: The Public Service does not charge any fees for applying for posts. Should you be asked for a fee, please let the authorities know. People with Disabilities are encouraged to apply.

CLOSING DATE : 23 October 2026

POST 36/159 : **MEDICAL OFFICER REF NO: REFS/056642**
Re- Advertisement
Directorate: Obstetrics And Gynaecology

SALARY : Grade 1: R1 041 402 per annum, (all-inclusive package)
Grade 2: R1 188 255 per annum, (all-inclusive package)
Grade 3: R1 375 245 per annum, (all-inclusive package)

CENTRE : Leratong Hospital

REQUIREMENTS : Appropriate qualification of MBcHB/MBBcH that allows for registration with the HPCSA as a Medical doctor. Registration with the HPCSA as an Independent Medical officer, and experience working independently in a Choice on Termination of Pregnancy (CTOP), Obstetrics & Gynaecology and Contraception unit. Knowledge And Skills: CTOP Act 92 of 1996 and medicolegal aspects, Good communication and counselling skills. Be able to perform a Second trimester termination of pregnancies. Basic Obstetrics and Gynaecology sonar skills. Knowledge of relevant patient care guidelines and regulated norms and standards (National core standards,) knowledge of annual performance plan objectives and priorities in relation to programs e.g. patient experience of care programs to improve clinical services).

DUTIES : Overall clinical management of CTOP, Contraception and Gynaecology unit. Supervision of intern doctors, clinical associates, students, and other clinical staff. Managing patients at CTOP unit, Obstetrics & Gynaecology department and function in a multi-disciplinary team. Be part of the hospital clinical management team, District Health Service management team and support management in the planning and governance of clinical service in the hospital. Manage Patients effectively and efficiently. Improve patient/ Client care through implementation of appropriate evaluation methods, tools, protocols & Procedures. Manage gynae ward and obstetric care wards to improve patient care outcomes, work with patient safety incidence committee for the complete analysis of prevention and improved approaches. Improve patient records keeping; enhance accessibility of clinical Service, involved in clinical auditing. Improve Data Collection among doctors and nurses Iin the department of O&G. Ensure compliance with the National Core Standards/ Ideal hospital Framework. Ensure compliance with the code of conduct and public service Act, Regulations, and PFMA. Assist in managing internal and external stakeholder complaints & conflicts effectively, within the unit. Permanent Residence or SA Citizenship in essential. Contribute to the academic Activities of the Hospital. To perform commuted Overtime Duties.

ENQUIRIES : Ms N Serobatse Tel No: (011) 411-3563 / Ms M Nkuna Tel No: (011) 411-3677/3516

APPLICATIONS : Applications should be submitted strictly online at the following E-Recruitment portal: – http//www.professionaljobcenter.gpg.gov.za. No hand-delivered, faxed or emailed applications will be accepted. NB For assistance with online applications please email your query to e-recruitment@gauteng.gov.za

NOTE : NB: Applications who previously applied are encouraged to re-apply. Kindly note that no payment of any kind is required when applying for posts advertised by the Gauteng Department of Health. The Department reserves the right not

to fill any advertised posts. Applications should be accompanied by a fully completed and signed new Z83 form obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. Plus, a recently updated comprehensive Curriculum Vitae (CV). Application without proof of a new Z83 application form and detailed CV will be disqualified. Applicants must indicate the post reference number on their applications. (Shortlisted candidates will receive communication from HR to submit certified copies of educational qualifications and other relevant documents not older than 6 months on or before the day of the interview). It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications (SAQA). All foreign qualifications must be accompanied by evaluation certificate from the South African Qualification Authority (SAQA). Correspondence will only be limited to shortlisted candidates. Suitable candidates will be subjected to vetting and personnel pre-employment suitability checks (criminal record, citizenships, credit record checks, qualification verification and employment verification) where applicable, candidates will be subjected to a skill/knowledge test. Medical surveillance will be conducted on the recommended candidates. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. It is Departments intention to promote representativity (race, gender, and disability) in the Public Service through the filling of these posts. The Department reserves the right not to appoint/fill this post. NB: The Public Service does not charge any fees for applying for posts. Should you be asked for a fee, please let the authorities know. People with Disabilities are encouraged to apply.

CLOSING DATE : 23 October 2026

POST 36/160 : **ACADEMIC HEAD OF DEPARTMENT - MENTAL HEALTH NURSING REF NO: REFS/056716 (X1 POST)**

SALARY : PND 3: R741 783 – R871 860 per annum, (plus benefits)
CENTRE : Gauteng College of Nursing (Bonalesedi Campus)
REQUIREMENTS : Matric/Grade12 certificate or equivalent. A Basic qualification accredited with the South Africa Nursing Council in terms of Government Notice R.425 (i.e. diploma/degree) or equivalent qualification that allows registration with SANC as a Professional Nurse and Psychiatric Nursing. Bachelor's Degree/Diploma in Nursing Education. A Post Basic or Postgraduate qualification in Psychiatric Nursing or Mental Health Nursing. Master's degree in nursing/public health. Assessor and Moderator registered with SANC. Current registration with SANC. A minimum of 9 years appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing, at least five (5) years of the period referred to above must be appropriate/recognisable experience in Nursing Education after obtaining the one (1) year post-basic qualification in Nursing Education. A minimum of two (2) years' experience in the appropriate speciality. Computer literacy. Valid driver's licence. Skills and knowledge: knowledge of procedures and processes related to post basic programmes, knowledge of relevant Acts and Legislation, Code of ethics and Professional Practice of South African Nursing Council. Knowledge in Human Resource and Finance matters. Sound communication and leadership skills. Good communication, problem-solving, supervisory, report writing and presentation skills. Ability to work in a team and under pressure.
DUTIES : Coordinate and manage the provision of education and training to student nurses. Manage clinical learning exposure to learners between Campus and clinical areas. Develop and ensure implementation of quality assurance programmes. Orientate, supervise, and appraise staff members in the academic department. Participate in the presentation of academic programmes theory and clinical practice. Supervise the marking and moderation of the theoretical and practical examinations. Provide academic support to students. Develop, review, and evaluate the curriculum of academic programmes. Perform research relevant to nursing education. Collaborate with other stakeholders and build a sound relationship within the Department. Serve as chairperson/member on applicable academic/management committees. Participate in the management of the College. Oversee the supervision of students.

ENQUIRIES : Mr S. Ngubeni Tel No: (011) 696 8341/8374

APPLICATIONS : Applications should be submitted strictly online at the following E-Recruitment portal: http://jobs.gauteng.gov.za. No hand-delivered, faxed, or emailed applications will be accepted. For assistance with online applications please email your query to healthjobqueries@gauteng.gov.za

NOTE : Kindly note that no payment of any kind is required when applying for posts advertised by the Gauteng Department of Health. The Department reserves the right not to fill any advertised posts. Applications should be accompanied by a fully completed and signed new Z83 form obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The new Z83 form must be fully completed and signed by the applicant. The following must be considered in relation to the completion of the Z83 by applicants: All the fields in Part A, Part C and Part D must be completed. Leave the following question blank if they are not in possession of such: "If your profession or occupation requires official registration, provide date and particulars of registration". The CV should be recently update and specify the following: All experiences/employment history should be in a chronological order indicating the position, institution, and respective dates, indicating the starting and ending periods (DD/MM/YYYY) on the CV. Application without proof of a new Z83 application form and detailed CV will be disqualified. Applicants must indicate the post reference number on their applications. Shortlisted candidates will receive communication from HR to submit certified copies of educational qualifications and other relevant documents not older than 6 months on or before the day of the interview. 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. Selection panels shall score both technical exercises as an additional criterion in the interview process. Personnel Suitability Checks (criminal checks, citizenship check, qualification verification, company directorship, social media, financial record checks, reference checks) must be conducted prior appointment. Candidates in possession of a foreign qualification must furnish the department with an evaluation certificate from the South African Qualification Authority (SAQA). Applicants with foreign qualifications remains responsible for ensuring that their qualifications are evaluated by the South African Qualifications Authority (SAQA). The recommended candidate may be subjected to medical surveillance by the Occupational Health and Safety Act, Act 5/1993. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities are encouraged to apply.

CLOSING DATE : 23 October 2026

POST 36/161 : **LECTURER PND1/ PND2- MENTAL HEALTH NURSING REF NO: REFS/056714 (X3 POSTS)**

SALARY : PND 1: R495 423 – R581 931 per annum, (plus benefits)
PND 2: R607 350 – R797 352 per annum, (plus benefits)

CENTRE : Gauteng College of Nursing (Bonalesedi Campus)

REQUIREMENTS : **PND 1:** Matric/Grade 12 certificate or equivalent. Diploma/Degree in Nursing (R.425) or equivalent qualification that allows for registration with SANC as a Professional Nurse, and Psychiatric Nursing. Diploma/degree in Nursing Education qualification registered with SANC. A Post Basic or Postgraduate qualification in Psychiatric Nursing or Mental Health Nursing. Current registration with SANC. Master's degree in nursing/public health (Applicants who are in the data analysis stage of the research may be considered and those who do not have master's degree in nursing but in possession of a degree in Nursing at NQF L8 may also apply). A minimum of 4 years appropriate/recognisable experience as a Professional Nurse. (less 1 year experience for candidates appointed from outside the Public Service after complying with the registration requirements). A valid driver's licence. Registration in Assessor and Moderator. Computer literacy/certificate in MS Office and sound communication skills, problem solving skills, report writing and presentation skills. The ability to work in a team and under pressure. **PND 2:** Matric/Grade 12 certificate or equivalent. Diploma/Degree in Nursing (R.425) or equivalent qualification that allows for registration with SANC as a Professional Nurse, and Psychiatric. Diploma/degree in Nursing Education qualification registered with SANC. Current registration with SANC. A Post Basic or Postgraduate qualification in Psychiatric Nursing or Mental Health

Nursing. Master's degree in nursing/public health (Applicants who are in the data analysis stage of the research may be considered and those who do not have master's degree in nursing but in possession of a degree in Nursing at NQF L8 may also apply). A minimum of 14 years' appropriate/recognisable experience in nursing after registration as a Professional Nurse with SANC, at least 10 years of the period referred to above must be appropriate/recognisable experience in nursing education. (less 1year experience for candidate appointed from outside the Public Service after complying with registration requirements). A valid driver's licence. Registration in Assessor and Moderator. Computer literacy in MS Office and sound communication skills, problem solving skills, report writing and presentation skills. The ability to work in a team and under pressure.

DUTIES : Provide education and training to mental health student nurses, co-ordinate clinical learning exposure between campus and clinical facilities. Support vision and mission and promote image of the campus and college. Implement assessment strategies to determine student's competencies. Exercise control over students. Plan and implement academic programme. Employ variety of teaching and learning strategies to reach required outcomes. Accompany students in clinical areas. Manage student database. Initiate and/or participate in nursing research and community engagement. Participate in continuing professional development in nursing education and own field of practice.

ENQUIRIES : Mr S. Ngubeni Tel No: (011) 696 8341/8374

APPLICATIONS : Applications should be submitted strictly online at the following E-Recruitment portal: http://jobs.gauteng.gov.za. No hand-delivered, faxed, or emailed applications will be accepted. For assistance with online applications please email your query to healthjobqueries@gauteng.gov.za.

NOTE : Kindly note that no payment of any kind is required when applying for posts advertised by the Gauteng Department of Health. The Department reserves the right not to fill any advertised posts. Applications should be accompanied by a fully completed and signed new Z83 form obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The new Z83 form must be fully completed and signed by the applicant. The following must be considered in relation to the completion of the Z83 by applicants: All the fields in Part A, Part C and Part D must be completed. Leave the following question blank if they are not in possession of such: "If your profession or occupation requires official registration, provide date and particulars of registration". The CV should be recently update and specify the following: All experiences/employment history should be in a chronological order indicating the position, institution, and respective dates, indicating the starting and ending periods (DD/MM/YYYY) on the CV. Application without proof of a new Z83 application form and detailed CV will be disqualified. Applicants must indicate the post reference number on their applications. Shortlisted candidates will receive communication from HR to submit certified copies of educational qualifications and other relevant documents not older than 6 months on or before the day of the interview. 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. Selection panels shall score both technical exercises as an additional criterion in the interview process. Personnel Suitability Checks (criminal checks, citizenship check, qualification verification, company directorship, social media, financial record checks, reference checks) must be conducted prior appointment. Candidates in possession of a foreign qualification must furnish the department with an evaluation certificate from the South African Qualification Authority (SAQA). Applicants with foreign qualifications remains responsible for ensuring that their qualifications are evaluated by the South African Qualifications Authority (SAQA). The recommended candidate may be subjected to medical surveillance by the Occupational Health and Safety Act, Act 5/1993. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities are encouraged to apply.

CLOSING DATE : 23 October 2026

POST 36/162 : **LECTURER PND1/PND2 DIPLOMA IN NURSING REF NO: REFS/056760 (X14 POSTS)**
Directorate: Gauteng College of Nursing (GCON)

SALARY : PND1: R495 423 - R571 161 per annum, (plus benefits)

PND2: R607 350 - R785 568 per annum, (plus benefits)

CENTRE : Chris Hani Baragwanath Campus

REQUIREMENTS : Senior Certificate or equivalent qualification. Basic qualifications accredited with South African Nursing Council (SANC) in terms of Government Notice R425 (i.e., Diploma/Degree in Nursing) or equivalent qualification that allows registration with the SANC as a Registered Nurse and Midwife. Degree in Nursing which includes midwifery as a qualification. Diploma/Degree in Nursing Education registered with SANC as nurse educator. Master's degree in nursing will be an added advantage. Applicant must be registered with South African Nursing Council (SANC) as Professional Nurse and Midwife. **PND1:** Minimum of four (4) years appropriate/recognizable nursing experience after registration as a Registered Nurse and Midwife. **PND2:** Minimum of four (4) years of appropriate and recognizable nursing experience after registration as a Registered Nurse and Midwife and ten (10) years of appropriate and recognizable experience in nursing education after obtaining the one-year post-basic qualification in Nursing Education. Knowledge and ability to apply South African Nursing Council Code of Ethics, Nursing Standards, Scope of Practice and all relevant regulations. Must be computer literate. Sound communication, supervisory, report writing and presentation skills. Ability to work in a team and under pressure. Valid driver's license.

DUTIES : The successful candidate will be responsible for, amongst others, the following specific tasks: planning, coordination and implementation of nursing programmes; provide theoretical and clinical instructions, and conduct evaluations of Nursing programmes; clinical accompaniment, supervision and implementation of assessment strategies to determine student competencies; exercise control over students; provide students' guidance and support towards attainment of minimum course requirements as set by SANC. Support the mission of the College by serving in Committees, attending, and participating in meetings and College/Campus activities. Promote the image of the College; participate in research relevant to Nursing Education. Develop, review, and evaluate curriculum. Engage in own Continuous Professional Development (CPD) related to own area of practice and to Nursing Education. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment.

ENQUIRIES : Dr. H.R Letlape Tel No: (011) 983 3007

APPLICATIONS : All applications must be submitted online at https://jobs.gauteng.gov.za

NOTE : Only an updated comprehensive CV (with detailed previous experience if any) and a fully completed signed Z83 (81/971431) application form are required. A new Z83 (81/971431) application form with effect 01 January 2021 can be obtainable from https://www.dpsa.gov.za. In compliance with DPSA Circular 19 of 2022 certifying documents/qualifications will only be requested from shortlisted candidates on or before the interview process (Applicants are not required to submit copies of qualification and other relevant documents). Please make sure that the correct reference number is reflected on the Z83 application form. Employment history must reflect the complete calendar date (e.g., 01 April 2017) on the C.V. State all your competencies, training, and knowledge in your CV. Contactable employment references must be line managers and inclusive of email addresses and telephone numbers. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). The successful candidate will be subjected to Pre-employment Medical Surveillance conducted by the Occupational Health Nurse Practitioner (OHNP). Incomplete applications or applications received after the closing date will not be considered. The Provincial Government of Gauteng is committed to the achievement and maintenance of diversity in employment, especially of race, gender, and disability. It is a legislative requirement that all newly appointed staff members are subjected to Personnel Suitability Checks (PSC)- Verification, upon appointment within the Department. This verification process entails reference checks that should be an immediate current supervisor, Personnel Suitability Checks (criminal checks, citizenship checks, qualification verification,

company directorship, social media, financial record checks, reference checks). Correspondence will only be limited to shortlisted candidates. If you have not been contacted within 3 months of the closing date of this advertisement, please accept that your application was unsuccessful. The Department reserves the right not to make an appointment for the advertised post. The Department is an equal opportunity affirmative action employer. The Employment Equity targets will be taken into consideration during the selection process. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. A person may only qualify for an appointment in the SMS if they have successfully completed an SMS pre-entry programme (Nyukela) and obtained a certificate for Nyukela.

CLOSING DATE : 23 October 2026

POST 36/163 : **LECTURER PND1/PND2 DIPLOMA IN ADVANCED MIDWIFERY REF NO: REFS/056759 (X4 POSTS)**
Directorate: Gauteng College of Nursing (GCON)

SALARY : PND1: R495 423 - R571 161 per annum, (plus benefits)
PND2: R607 350 - R785 568 per annum, (plus benefits)

CENTRE : Chris Hani Baragwanath Campus

REQUIREMENTS : Senior Certificate or equivalent qualification. Basic qualifications accredited with South African Nursing Council (SANC) in terms of Government Notice R425 (i.e. Diploma/Degree in nursing) or equivalent qualification that allows registration with the SANC as a Registered Nurse and Midwife. Degree in Nursing Education registered with the SANC. Degree in Nursing Administration registered with the SANC. Post basic qualification in Midwifery and Neonatal nursing science registered with the SANC and master's degree will be an added advantage. Current SANC annual practice certificate. **PND1:** minimum of five (5) years appropriate/recognizable nursing experience in Clinical Midwifery after registration as Professional Nurse with SANC in General nursing and Midwifery. **PND2:** minimum of five (5) years appropriate/recognizable nursing experience in Clinical Midwifery after registration as Professional Nurse with SANC in General nursing and Midwifery and ten (10) years of appropriate/recognizable experience in nursing education. Knowledge and application of the South African Nursing Council Code of Ethics, Nursing Standards, Scope of Practice and all relevant regulations. Must be computer literate. Sound communication, supervisory, report writing and presentation skills. Ability to work in a team and under pressure. Valid driver's license.

DUTIES : The successful candidate will be responsible for, amongst others, the following specific tasks: planning, coordination and implementation of training programmes; provide theoretical and clinical instructions, and conduct evaluations of Midwifery Nursing Science academic programmes; clinical accompaniment, supervision and implementation of assessment strategies to determine student's competencies; exercise control over students; provide student guidance and support towards attainment of minimum course requirements as set by SANC; support the mission of the College by serving in Committees, attending and participating in meetings and College activities. Promote the image of the College; participate in research relevant to Nursing Education. Develop, review and evaluate curriculum, and engage in own continuous Professional development (CPD) related to own area of practice and to Nursing Education.

ENQUIRIES : Ms. T. I Sithole Tel No: (011) 983 3010

APPLICATIONS : All applications must be submitted online at https://jobs.gauteng.gov.za

NOTE : Only an updated comprehensive CV (with detailed previous experience if any) and a fully completed signed Z83 (81/971431) application form are required. A new Z83 (81/971431) application form with effect 01 January 2021 can be obtainable from https://www.dpsa.gov.za. In compliance with DPSA Circular 19 of 2022 certifying documents/qualifications will only be requested from shortlisted candidates on or before the interview process (Applicants are not required to submit copies of qualification and other relevant documents). Please make sure that the correct reference number is reflected on the Z83

application form. Employment history must reflect the complete calendar date (e.g., 01 April 2017) on the C.V. State all your competencies, training, and knowledge in your CV. Contactable employment references must be line managers and inclusive of email address and telephone numbers. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). The successful candidate will be subjected to Pre-employment Medical Surveillance conducted by the Occupational Health Nurse Practitioner (OHNP). Incomplete applications or applications received after the closing date will not be considered. The Provincial Government of Gauteng is committed to the achievement and maintenance of diversity in employment, especially of race, gender, and disability. It is a legislative requirement that all newly appointed staff members are subjected to Personnel Suitability Checks (PSC)- Verification, upon appointment within the Department. This verification process entails reference checks that should be an immediate current supervisor, Personnel Suitability Checks (criminal checks, citizenship checks, qualification verification, company directorship, social media, financial record checks, reference checks). Correspondence will only be limited to shortlisted candidates. If you have not been contacted within 3 months of the closing date of this advertisement, please accept that your application was unsuccessful. The Department reserves the right not to make an appointment for the advertised post. The Department is an equal opportunity affirmative action employer. The Employment Equity targets will be taken into consideration during the selection process. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. A person may only qualify for an appointment in the SMS if they have successfully completed an SMS pre-entry programme (Nyukela) and obtained a certificate for Nyukela.

CLOSING DATE : 23 October 2026

DEPARTMENT OF HUMAN SETTLEMENTS (GDHS)

The Gauteng Department of Human Settlements promotes equal opportunity and aims to implement affirmative action measures to address the disadvantages in employment. Preference may be given to appointable applicants from the underrepresented designated groups in terms of the department's equity plan. Candidates whose appointment will promote representativity in terms of race, disability, youth & gender will receive preference. Whites, Indians, Coloureds and Persons with disabilities are encouraged to apply.

APPLICATIONS : Please apply online at https://jobs.gauteng.gov.za/
CLOSING DATE : 30 October 2026
NOTE : Requirement of applications: No late applications will be considered. No faxed or emailed applications will be accepted. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Applications should be submitted strictly online at https://jobs.gauteng.gov.za and it should be accompanied by a new Z83 and a comprehensive Curriculum Vitae (CV) only. Certified copies of qualifications, Identity and valid driver's license (where driving/travelling is an inherent requirement of the job) will be limited to shortlisted candidates only. Correspondence will only be limited to shortlisted candidates. If you have not been contacted within 3 months of the closing date of this advertisement, please accept that your application was unsuccessful. For all SMS positions, the successful completion of the Public Service Senior Management Leadership Programme as endorsed by the National School of Government and possession of the SMS Pre-Entry Certificate is required prior to appointment. For more details on the pre-entry course visit: https://www.thensg.gov. za/training course/sms pre-entry-programme/. Following the interview and exercise, the selection panel will recommend candidates to attend a generic management competency assessment (in compliance with the DPSA Directive on the implementation of competency-based assessments). The competency assessment will be testing generic management and development for SMS posts. The Department reserves the right not to make appointment(s) to the advertised post(s).

OTHER POSTS

POST 36/164 : **DEPUTY DIRECTOR: CONTRACT MANAGEMENT REF NO: REFS/056727**
Directorate: Supply Chain Management

SALARY : R932 292 per annum, (all-inclusive package)
CENTRE : Johannesburg
REQUIREMENTS : Matric plus an undergraduate qualification (NQF level 7) as recognized by SAQA in Supply Chain / Logistics / Purchasing / Public Administration or equivalent in a related field. Minimum of 3 - 5 years' relevant experience at Assistant Director level in contract management / SCM environment. Possession of a valid driver's License. People management and leadership skills. Attention to detail. Communication skills. Problem solving skills. Analytical skills. Time Management skills. Ability to perform under pressure. Strategic leadership and policy development experience. Advanced knowledge of PFMA, Treasury Regulations, and SCM frameworks. Project management and stakeholder engagement skills. Computer Literacy.
DUTIES : Manage, analyse and determine actions to ensure proper contract administration. Evaluate applications for variations, amendments and cancelations and develop proposals for approval. Maintain proper relationship with suppliers within the code of ethics to ensure delivery of goods/services. Manage the coordination, review and monitoring of contract compliance. Identify and implement a risk management plan for the directorate. Drive SAP Automation and Effective System Management for Contract Administration. Lead the implementation, optimisation and automation of SAP processes within Contract Management. Oversee integration of contract management processes with SAP to improve data integrity, compliance and audit readiness. Monitor system-generated reports to track contract performance, commitments and expenditure. Ensure adherence to system controls, governance frameworks and audit requirements within SAP. Management of Sub-Directorate resources and personnel. Allocate duties and do quality control of the work delivered. Develop, implement and monitor work systems and processes to ensure efficient and effective functioning. Address enquiries and provide advice and guidance on asset allocation and control.
ENQUIRIES : Ms. Alinah Mogaswa at 072 313 8052
NOTE : Employment Equity targets apply: preference will be given to suitably qualified African males, Indian males, Coloured males and Persons with Disabilities (PWDs). Youth candidates are encouraged to apply.

POST 36/165 : **DEPUTY DIRECTOR: DEMAND AND ACQUISITION MANAGEMENT REF NO: REFS/056670**
Directorate: Supply Chain Management

SALARY : R932 292 per annum, (all-inclusive package)
CENTRE : Johannesburg
REQUIREMENTS : A Matric plus an undergraduate qualification (NQF level 7) as recognized by SAQA in Supply Chain Management. A minimum of 3–5-year experience at Assistant Director level within SCM environment. The candidate should have knowledge of all the Public Service prescripts applicable to the role as well as the Department's mandate. Knowledge of performance management frameworks applicable in the Public Service and proven strategies in performance improvement. Competencies: Strategic capability and Leadership, People Management and empowerment, Programme and Project Management, Financial Management and Change Management. Problem solving and analysis, Client orientation and customer focus, Service Delivery Innovation, Honesty and Integrity. Personal Attributes: Good written and verbal communication. Self-motivated. Work well under pressure. Good Interpersonal skills. Supportive and knowing how to draw the best energy out of the team. Reliable and Responsible. Positive attitude.
DUTIES : Manage the functional operation of Demand and Acquisition Management. Manage, design and develop demand and acquisition management policies processes and procedures. Compile procurement plan and obtain approval. Setting up the Bid Evaluation, Bid Adjudication and Bid Specification Committees and render SCM advisory services to the relevant committees. Oversee the appointment of bid committee members. Compile tender/quotation specifications as required. Oversee the bidding process.

Manage compilation of bid documents and advertisements. Manage publishing of bid documents. Manage the receipt (closing and opening) of bid documents. Processing of bid documents. Monitor the database of approved suppliers. Oversee the coordination, compilation and submission of information for audit purposes. Compile reports and oversee the reporting on the execution of the procurement plan and other related supply chain management administrative reports. Report on the execution of the procurement plan and other supply chain management administrative related activities. Management of sub-directorate. Establish, implement, and maintain efficient and effective communication arrangements. Develop and manage the operational plan of the unit and report on progress as required. Compile and submit all required administrative reports. Plan and allocate work.

ENQUIRIES : Ms. Alinah Mogaswa at 072 313 8052
NOTE : Employment Equity targets apply: preference will be given to suitably qualified African males, Indian males, Coloured males and Persons with Disabilities (PWDs). Youth candidates are encouraged to apply

POST 36/166 : **DEPUTY DIRECTOR: TRANSPORT MANAGEMENT REF NO: REFS/056672**
Directorate: Assets And Transport Management

SALARY : R932 292 per annum, (all-inclusive package)
CENTRE : Johannesburg
REQUIREMENTS : A Matric plus an undergraduate qualification (NQF level 7) as recognized by SAQA in Transport Management/Logistic Management or any relevant qualification. A minimum of 3-5 years relevant experience at Assistant Director level within logistic or transport environment. Possession of a valid driver's license. The candidate should have knowledge of all the Public Service prescripts applicable to the role as well as the Department's mandate. Knowledge of Public Financial Management Act; Treasury Regulations; BAS system; SAP and PERSAL systems and managing logistics programmes. Planning, organising and execution; knowledge management; strategic management and ability to manage conflict. Competencies: Strategic capability and Leadership, People Management and empowerment, Programme and Project Management, Financial Management and Change Management. Problem solving and analysis, Client orientation and customer focus, Service Delivery Innovation, Honesty and Integrity. Personal Attributes: Good written and verbal communication skills. Self-management. Work well under pressure. Good Interpersonal skills. Negotiation skills.
DUTIES : Manage, develop, review and maintain transport policies and procedures. Manage transport contracts for the department. Ensure that users of departmental transport comply with standing instructions. Manage the provision of fleet management services. Provide monthly fuel usage report, logbook report and applications report. Attending of Provincial Transport Forum meetings and Transport Committee Meeting. Coordination of payments of log sheets. Combat misuse of state vehicles; Manage transport budget and vehicle accident cases. Approve trip authorization forms. Liaise with car dealers and merchants regarding the GG and subsidized vehicles and manage the maintenance of state-owned vehicles. Facilitate the approval of government vehicles for servicing or repairs. Monitor the roadworthiness of the government cars. Organise and schedule fleet vehicle maintenance. Undertake preliminary investigations into the abuse of vehicles and provide technical assessment on vehicles that require attention. Institute control measures to combat vehicle abuse and fraud. Respond to correspondence in respect of audits conducted. Management of the business unit. Compile and submit all required administrative reports. Plan and allocate work.

ENQUIRIES : Ms. Miyelani Tshabalala at 063 691 4046
NOTE : Employment Equity targets apply: preference will be given to suitably qualified African males, Indian males, Coloured males and Persons with Disabilities (PWDs). Youth candidates are encouraged to apply

POST 36/167 : **DEPUTY DIRECTOR: PAYMENT ADMINISTRATION REF NO: REFS/056646**
Directorate: Grant Municipality & Public Entities Agency Performance

SALARY : R932 292 per annum, (all-inclusive package)
CENTRE : Johannesburg

REQUIREMENTS : A minimum of Matric plus an undergraduate qualification (NQF level 6/7) as recognised by SAQA in Accounting/Auditing/Financial Management or similar. The incumbent should have 3-5 years relevant experience at Assistant Director level, or equivalent in accounting/auditing/financial management or similar. Proven experience in payment processing, verification, reconciliation, and authorisation, preferably within a grant funding environment. Proven experience in managing high-volume payment transactions and dealing with a highly pressurised environment and working under pressure. Possession of a valid driver's licence. Skills & Competencies: The incumbent should have knowledge and understanding of Human Settlements legislations, National housing code Division of Revenue Act, Public Finance Management Act, Treasury Regulations, Housing Subsidy System (HSS), of the BAS (Basic Accounting System) and SAP. Budgeting skills, Financial Management Skills, Problem solving and analysis; Decision making, Team leadership, Financial management, Customer focus and responsiveness; Planning and organising; Conflict management and Negotiation skills.

DUTIES : Provide strategic and operational leadership in the management of payment administration systems, policies, procedures, and controls. Oversee the accurate capturing, verification, processing, and authorisation of payments within the Housing Subsidy System (HSS) or relevant payment platforms. Ensure compliance with payment administration prescripts, supporting documentation requirements, and approval protocols. Manage and oversee payment adjustments, reversals, and rejections in accordance with prescribed regulations and procedures. Investigate and resolve complex payment-related queries, including long-outstanding and disputed payments. Ensure the integrity, accuracy, and timeliness of payment data and transactions. Oversee the development, submission, and implementation of system change control requests (e.g. OSCARS) related to payment administration. Ensure the compilation and submission of daily, weekly, and monthly financial and non-financial management reports. Identify and manage financial, operational, and compliance risks related to payment administration. Identify systemic risks, control weaknesses, and process inefficiencies within claims administration and implement corrective measures. Ensure effective monitoring and mitigation of financial, operational, and compliance risks. Manage the sub-business unit, including staff performance management, discipline, capacity development, and effective communication. Develop, implement, and monitor the operational plan of the unit and report on progress as required. Foster a culture of accountability, ethical conduct, and high performance within the unit.

ENQUIRIES : Ms. Miyelani Tshabalala at 063 691 4046

NOTE : Employment Equity targets apply: preference will be given to suitably qualified African males, Indian males, Coloured males and Persons with Disabilities (PWDs). Youth candidates are encouraged to apply

POST 36/168 : **ASSISTANT DIRECTOR: INCOME & EXPENDITURE CONTROL REF NO: REFS/056648 (X2 POSTS)**
Directorate: Financial Accounting and Administration

SALARY : R487 197 per annum, (plus benefits)

CENTRE : Johannesburg

REQUIREMENTS : A Matric plus a National Diploma/ Degree in Finance/Cost & Management Accounting / B Com Accounting or any relevant qualification at NQF Level 6/7 as recognised by SAQA. A minimum of 3-5 years relevant experience at Admin Officer level within financial administration or management accounting environment. Possession of a valid driver's license. The candidate should have knowledge of Public Financial Management Act, Knowledge of Treasury Regulations, Knowledge of Division of Revenue Act; BAS & SAP System. Planning, organising and execution; knowledge management; strategic management and ability to manage conflict. Competencies: Strategic capability and Leadership, People Management and empowerment, Programme and Project Management, Financial Management and Change Management. Problem solving and analysis, Client orientation and customer focus, Service Delivery Innovation, Honesty and Integrity. Personal Attributes: Good written and verbal communication skills. Self-management. Work well under pressure. Good Interpersonal skills. Negotiation skills.

DUTIES : Monitor and implement the verification of grant claims and invoices relating to operational / Goods and Services. Monitor if the Financial Authorization form is signed by relevant official and check if the name of the entity on the FA it

corresponds with the invoice attached. Monitor whether the contact, claim form, HSS for, claim progress payment and document check list are attached. Monitor if the total amount on the FA, HSS form and claim. Facilitate the payment of claims and invoices Ensure that all the documents are attached as per procurements regulations, quotation regulations, quotation, invoices, appointment letter and delivery note. Monitor invoices on SAP for validity of the following: Tax Clearance Certificate, Vendor number, invoice amount and bank account. Capture correct invoices on SAP in line with correct budget allocations . Attend to suppliers' queries and payment related queries from internal and external stakeholders. Facilitate the scanning of claims from the E-Gov using SAP for payment purpose. Pass a correcting journal on SAP for all misallocations identified through verification process. Ensure the vendor number and vendor name, SAP account number, reference number, gross and net amount corresponds with the details on the invoice. Compile and update exception report on payments paid within 15 and 30 days on a weekly, monthly and quarterly basis and submit to the Senior State Accountant for review. Monitor expenditure report for discrepancies for overspending and submit to the Senior State Accountant for review and inputs from budget holders. Supervision of staff. Maintenance of discipline. Management of performance and development. Ensure establishment, implementation and maintenance of efficient and effective communication arrangements. Plan and allocate work. Prepare meeting packages and perform secretariat functions during the meetings and presentations.

ENQUIRIES : Ms. Alinah Mogaswa at 072 313 8052
NOTE : Employment Equity targets apply: preference will be given to suitably qualified African males, Indian males, Coloured males and Persons with Disabilities (PWDs). Youth candidates are encouraged to apply

POST 36/169 : **ASSISTANT DIRECTOR: CONTRACT MANAGEMENT REF NO: REFS/056728**
Directorate: Supply Chain Management

SALARY : R487 197 per annum, (all-inclusive package)
CENTRE : Johannesburg
REQUIREMENTS : Matric plus Degree in Supply Chain / Logistics / Purchasing / Public Management or equivalent in a related field. Minimum of 3- 5 years' Admin Officer level experience in Contract Management/ SCM environment. Possession of a valid driver's License. People management and leadership skills. Attention to detail. Communication skills. Problem solving skills. Analytical skills. Time Management skills. Ability to perform under pressure. Knowledge, understanding and application of relevant applicable acts, Treasury Regulations and Instruction Notes in relation to SCM. Computer Literacy.
DUTIES : Demonstrate experience in a contract management or equivalent role in a procurement environment. Good working knowledge of contract management processes and techniques including the implementation of the contract life cycle. High level of interpersonal skills, including the ability to liaise effectively with a range of stakeholders to resolve queries. Ensure compliant contract administrative activities daily. Maintain performance records for reporting and governance purposes. Analyse the evaluation reports and develop a tool for reporting on non-compliant service providers. Monitor contract performance and compliance with the contract stipulations, contract management plan, risk management plan and organisational policies and procedures. Administer variations to the contracts. Effectively manage disputes in the contract management environment. Draft and maintain a Comprehensive Contract Register as prescribed. Monitor the implementation of contract management policy and standard operating procedures. Ensure safe keeping and accessibility of all contract documentation. Prepare monthly, quarterly and ad hoc contract management reports. Provide inputs into accruals, commitments, and audit reporting requirements. Ensure alignment with SAP or relevant systems for contract tracking. Allocate and monitor work to ensure timely execution of contract management functions. Promote a culture of accountability, teamwork, and service delivery excellence. Supervise staff.
ENQUIRIES : Ms. Miyelani Tshabalala at 063 691 4046
NOTE : Employment Equity targets apply: preference will be given to suitably qualified African males, Indian males, Coloured males and Persons with Disabilities (PWDs). Youth candidates are encouraged to apply

POST 36/170	:	**ASSISTANT DIRECTOR: DEMAND AND ACQUISITION MANAGEMENT REF NO: REFS/056674 (X4 POSTS)** (12 Months Contract) Directorate: Supply Chain Management
SALARY	:	R487 197 per annum, (plus 37% in lieu of benefits)
CENTRE	:	Johannesburg
REQUIREMENTS	:	A Matric plus an undergraduate qualification, Degree/National Diploma (NQF level 6/7) as recognised by SAQA in Supply Chain Management. A minimum of 3 - 5 years' relevant experience within Supply Chain Management environment at Admin Officer level. The candidate should have knowledge of all the Public Service prescripts applicable to the role as well as the Department's mandate. Knowledge of performance management frameworks applicable in the Public Service and proven strategies in performance improvement. Competencies: Strategic capability and Leadership, People Management and empowerment, Programme and Project Management, Financial Management and Change Management. Problem solving and analysis, Client orientation and customer focus, Service Delivery Innovation, Honesty and Integrity. Personal Attributes: Good written and verbal communication skills. Self-motivated. Work well under pressure. Good Interpersonal skills. Supportive and knowing how to draw the best energy out of the team. Reliable and Responsible. Positive attitude.
DUTIES	:	Perform the functional operation of Demand and Acquisition Management. Design and develop demand and acquisition management policies processes and procedures. Compile the procurement plan. Facilitate the execution of the procurement plan. Setting up the Bid Evaluation, Bid Adjudication and Bid Specification Committees and render a secretariat service to the relevant committees including the bid adjudication committee. Oversee the appointment of bid committee members. Compilation of bid documents and advertisements. Facilitate publishing of bid documents. Receipt (closing and opening) of bid documents. Ensure safekeeping and access to SCM records. Compile reports on the execution of the procurement plan and other related supply chain management administrative reports. Develop and manage the operational plan of the unit and report on progress as required. Develop, implement and maintain processes to ensure proper control of work. Compile and submit all required administrative reports. Plan and allocate work.
ENQUIRIES	:	Ms. Alinah Mogaswa at 072 313 8052
NOTE	:	Employment Equity targets apply: preference will be given to suitably qualified African males, Indian males, Coloured males and Persons with Disabilities (PWDs). Youth candidates are encouraged to apply
POST 36/171	:	**GISC TECHNOLOGIST PRODUCTI ON GRADE A REF NO: REFS/056658** Directorate: Development Planning
SALARY	:	R471 720 - R507 000 per annum, all-inclusive OSD package (i.e. Salary will be determined in accordance with the applicable Occupation Specific Dispensation for Engineering Professions and Related Occupations, subject to verification of qualifications, professional registration and appropriate recognisable experience
CENTRE	:	Johannesburg
REQUIREMENTS	:	Grade 12 plus three (3) to four (4) years GIS degree or related bachelor's degree coupled with 3 years post Technologist experience. Compulsory registration with PLATO. Possession of a valid driver's licence. Strong GIS skills with two or more GIS packages (e.g. ESRI). Ability to use science and Technology effectively and critically. Knowledge of legal compliance. Problem solving and analysis. Conflict management. Decision making. Financial management. Team leadership. Conflict management.
DUTIES	:	Conduct all GISc technical functions. Collect and capture of data from various formats and sources. Design and implement a spatial database to store the required datasets. Data manipulation and analysis including quality assurance. Creation and maintenance of spatial data topology and attributes, format manipulation. Apply geo-referencing, datum and projection transformations. Providing technical support relating to software and data usage to geographic information system (GISc) users. Design, develop and create geo-databases, maps and other related project. Promote and participate in stakeholder relations. Maintain GISc unit effectiveness. Develop Geographical Information

Science (GISc) spatial information tools within organization process. Provide access to Spatial Information and Geographic Information Services to all clients in the Department. Train end users on skills regarding to GISc at all times. Ensure interoperability between systems to maximize efficiency. Publish data into a web based GISc system to provide Geographical Information through the internet. Facilitate GISc implementation. Undertake system audit. Undertake requirements analysis. Undertake cost benefit analysis. Develop process model and workflows diagram. Implement GIS standards. Draft Terms of Reference for GIS projects. Conduct research on new GIS technologies. Research, investigate and advice on new GIS technologies. Advise on research viability and feasibility. Recommend and compile appropriate plan to respond to the research problem. Develop new methods/technologies for solving spatial data problems. Research and implement new GIS standards. Governance. Allocate, control, monitor and report on all resources. Manage and implement knowledge sharing initiatives e.g. short-term assignments and secondments within and across operations, in support of individual development plans, operational requirements and return on investment; and Continuously monitor the exchange and protection of information between operations and individuals to ensure effective knowledge management according to departmental objectives.

ENQUIRIES : Ms. Miyelani Tshabalala at 063 691 4046

NOTE : Employment Equity targets apply: preference will be given to suitably qualified African males, Indian males, Coloured males and Persons with Disabilities (PWDs). Youth candidates are encouraged to apply.

DEPARTMENT OF ROADS AND TRANSPORT

APPLICATIONS : In line with the Department's employments Equity Plan, preference will be given to Persons with Disabilities, Coloured Females, Indian Females, White Females candidates. To apply for the below positions, please apply online at http://jobs.gauteng.gov.za. For general enquiries please contact Human Resource Tel No: (011) 355-7175/7521.

CLOSING DATE : 23 October 2026

NOTE : Only online applications will be considered. 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 who meet all the requirements of the post 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. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. 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. Post Notes: Employment Equity targets apply: preference will be given to suitably qualified African males, Indian males, Coloured males and Persons with Disabilities (PWDs). Youth candidates are encouraged to apply

OTHER POST

POST 36/172	:	**DEPUTY DIRECTOR: HUMAN RESOURCE ADMINISTRATION REF NO: REFS/056801**
SALARY	:	R932 292 per annum (Level 11), (all-inclusive package)
CENTRE	:	Johannesburg (Head Office)
REQUIREMENTS	:	National Diploma (NQF Level 6) / Bachelor's Degree (NQF Level 7) in Human Resource Management/Industrial Psychology. 3-5 years' experience at Assistant Director level (Junior Management) within Human Resource Administration in the public sector. PERSAL Certificate (Introduction to PERSAL/Personnel Administration). A valid driver's license. Knowledge and skills. Knowledge and understanding of recruitment and selection prescripts and legislations, Human Resource Management methodology, Principles and Strategies, HRM systems, DPSA directives, Batho Pele principles, Labour Relations Act, Employment Equity Act, Basic Conditions of Employment Act, PFMA, National Treasury Regulations, Promotion of Access to Information Act (PAIA), Promotion of Administrative Justice Act (PAJA), Protection of Personal Information Act (POPIA), Minimum Information Security Standards (MISS), Public Service Regulations, Compensation for Occupational Injuries and Disease Act 130 of 1993, Occupational Health and Safety Act 85 of 1993, Senior Management Service Handbook, Resettlement Policy, Acting Policy, PMDS, Security Management Policy, Knowledge and understanding of policy analysis and development and interpretation. Engage relevant stakeholders on human resource management issues e.g. recruitment and selection, ensure timeous advertisement of posts, prepare technical assessments for Senior Management Services posts and ensure competency assessments are conducted.
DUTIES	:	Develop, implement and review human resource administration policies, strategies, and procedures. Manage recruitment and selection services. Manage basic conditions of employment. Manage human resource registry. Manage resources (Human/Equipment/Assets).
ENQUIRIES	:	Ms. A. Mkhombo Tel No: (011) 355 -7521 / Ms. P. Mabasa Tel No: (011) 355 – 7175
POST 36/173	:	**ASSISTANT DIRECTOR: HR PLANNING AND EMPLOYMENT EQUITY REF NO: REFS/ 056798** Branch: Corporate Services
SALARY	:	R487 197 per annum, (plus benefit)
CENTRE	:	Johannesburg (Head Office)
REQUIRMENTS	:	National Diploma (NQF Level 6)/Bachelor's Degree (NQF Level 7) in Human Resources Management/Industrial Psychology as recognized by SAQA. PERSAL Certificate (Introduction to PERSAL/ Personnel Administration). 3 -5 years' experience in Human Resource Administration/Human Resource Planning (2 years must be at supervisory level). A valid driver's license. Knowledge and Skills: Knowledge and understanding of recruitment and selection prescripts and legislations, Human Resource Management methodology, Principles and strategies, HRM systems, DPSA directives, Batho Pele principles, Labour Relations Act, Employment Equity Act, Basic Conditions of Employment Act, PFMA, National Treasury Regulations, Promotion of Access to Information Act (PAIA), Promotion of Administrative Justice Act (PAJA), Protection of Personal Information Act (POPIA), Minimum Information Security Standards (MISS), HR Plan, policies and procedures, Public Service Regulations, Knowledge and understanding of policy analysis, development and interpretation.
DUTIES	:	Implement human resource planning strategies and processes. Coordinate and facilitate achievement of Employment Equity Targets. Coordinate HR Information and compile reports. Facilitate the development and implementation of MTEF HR Plan. Facilitate the development and implementation of the EE Plan. Supervise the maintenance of the HR information system. Manage and monitor the HR information system and recruitment strategy. Manage Resources (Human, Equipment, Assets).
ENQUIRIES	:	Ms. P. Mabasa Tel No: (011) 355 – 7175/ Ms. A. Mkhombo Tel No: (011) 355 - 7521

ANNEXURE V

PROVINCIAL ADMINISTRATION: KWAZULU-NATAL
DEPARTMENT OF ECONOMIC DEVELOPMENT, TOURISM AND ENVIRONMENTAL AFFAIRS

The Provincial Administration of KwaZulu-Natal is an equal opportunity, affirmative action employer, and women and people with disabilities are encouraged to apply. The Department of Economic Development, Tourism, and Environmental Affairs is an equal opportunity, affirmative action employer, and preference will be given to suitably qualified candidates from designated groups in terms of the Employment Equity Act, 1998. The Department reserves the right not to make these appointments.

APPLICATIONS : Applicants are encouraged to apply for posts through the KZN online e-Recruitment system at www.kznonline.gov.za/kznjobs or submit their Z83 and CV directly to the following email address: kznjobs@kznedtea.gov.za
Applicants may also visit any one of our Designated Online Application Centres (DOACS), where our friendly staff will assist you with applying online or receiving your hardcopy application. You can find the Designated Online Application Centres (DOACS) List At www.kznonline.gov.za/kznjobs."
Please note that applicants should only use one of the following methods when applying for a post: Either through the online e-recruitment system, emailing the Z83 and CV directly to the relevant department, or submitting a hardcopy application as directed. Applications may alternatively be forwarded to the Department of Economic Development, Tourism and Environmental Affairs, Private Bag X9152, Pietermaritzburg, 3200, or hand-delivered to the Ground Floor, 270 Jabu Ndlovu Street, Pietermaritzburg, 3201, in the vacancy box provided for the attention of Ms Nondumiso Buthelezi / Mr Sipho Zangwa.

CLOSING DATE : 23 October 2026 (at 16h00). Applications received after the closing date and time will not be considered.

NOTE : Directions to candidates note to applicants: All information submitted will be treated as confidential. The Department reserves the right to withhold the filling of the abovementioned posts at any time before an appointment. All applications must be submitted on the new Application for Employment form (Z83), which became effective from the 1st of January 2021, obtainable from any Public Service Department or can be downloaded at www.dpsa.gov.za-vacancies. The form must be completed in full, and the application form should be initiated, signed, and dated. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The completed and signed Z83 must be accompanied by an updated, detailed Curriculum Vitae (CV). Dates of starting and leaving employment must be given as DD/MM/YYYY. Shortlisted candidates must submit certified documents on or before the day of the interview, following communication from Human Resources. Should an applicant have a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualifications Authority (SAQA). It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Applications submitted electronically will be taken as a final application and may not be amended or supplemented in any way after the closing date indicated in the advertisement. If you have not been contacted within three (3) months after the closing date of the advertisement, please accept that your application was unsuccessful. Shortlisted candidates will be required to undergo a competency test/technical exercise. Candidates are discouraged from sending their applications through registered mail, as the Department will not take responsibility for the non-collection of those applications. The appointment is subject to a positive outcome obtained from the State Security Agency to the following checks (security clearance, qualification, citizenship, and previous employment verifications). The Department will conduct reference checks with the HR of the current and or /previous employer(s) apart from the referees listed. All shortlisted candidates for SMS posts will be subjected to a technical exercise and interview. Following the technical exercise and interview, a maximum of three (3) SMS candidates will undergo psychometric assessments to assess cognitive capabilities, behavioural preferences, emotional intelligence, and integrity. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements, and the other must be an integrity (ethical conduct) assessment. Before the appointment for SMS positions, the appointee will be required to produce a Pre-entry certificate for the Senior Management Pre-Entry Programme, a public service-specific

training program applicable to all applicants who aspire to join the SMS. The course is offered by the National School of Government (NSG). The course is available at the NSG under the name Certificate for Entry, and the full details can be obtained by following the link: https://www.thensg.gov.za/trainingcourse/smspre-entryprogramme.
Regrettably, due to excessive budget cuts, the Department is not in a position to meet any travel and subsistence costs relating to recruitment processes.

MANAGEMENT ECHELON

POST 36/174 : **DIRECTOR: AEROTROPOLIS DEVELOPMENT REF NO: DIR-AERO DEV 01/ SEPT 2026**
Business Unit: Strategic Industrial Interventions
This post is being re-advertised. candidates who previously applied may re-apply.

SALARY : R1 317 384 - R1 551 807 per annum (Level 13), (all-inclusive salary package to be structured under the rules of SMS)

CENTRE : Head Office: Pietermaritzburg

REQUIREMENTS : An appropriate Bachelor's Degree in Urban or Regional Planning / Transport Economics / Economic Development / Economics / Policy Development / Engineering (Civil, infrastructure), or Transport Logistics at NQF Level 7 as recognised by SAQA. Postgraduate qualifications (highly advantageous) - Master's Degree in Urban Planning, Economic Development, Economics, Business Administration/ Business Management. A minimum of five years of experience at a Middle/Senior Managerial level in the Transport and/or Aviation Sector. Completion of Nyukela Certificate for entry into the SMS (Senior Management Service) upon appointment; A valid driver's licence. Skills, Training, and Competencies: The successful candidate must demonstrate in-depth knowledge and understanding of Aerotropolis theory, including how airports become economic growth engines that link logistics, commerce, planning, and community development. Advanced knowledge of Aerotropolis and airport city development strategy, global value chains, Aerotropolis connectivity, business development, and investment attraction around airports. Knowledge of Urban planning and spatial development, including land-use planning, master planning frameworks, and sustainability principles. Economic development principles, including job creation strategies, investment attraction, economic modelling, and regional competitiveness. Public-private partnerships (PPP) and infrastructure financing, including how government and private investors align funding and risk. Transport logistics and connectivity planning with intermodal transport (air, road, rail) and logistics infrastructure. Policy, regulatory, and governance frameworks. Strong Knowledge of the KZN Integrated Aerotropolis Strategy, Durban Aerotropolis Master Plan, KZN Regional Airport Strategy; basic understanding of the South African Civil Aviation Authority Regulations (SACAA), International Civil Aviation Organization (ICAO); Knowledge and understanding of the regulatory framework for the Public Service, e.g., the Constitution of the Republic of South Africa, the Public Service Act, the PFMA, Treasury Regulations, the Public Service Regulations, the Basic Conditions of Employment Act (BCEA), the Occupational Health and Safety Act, and the Labour Relations Act, Skills Development Act, Service Delivery Frameworks, policies, and strategies relevant to Aerotropolis development (e.g. National Airports Development Plan, Bilateral Agreements). Skills: Strategic leadership and management Skills. Strategic capability and leadership, problem-solving, and analysis; financial & budgetary management, administration, people management, risk management, corporate planning, decision-making; Creative, analytical & innovative thinking, Computer literacy, good report-writing, negotiation, verbal and written communication, research, basic driving, presentation, project management, and ability to communicate at all levels, including Provincial Departments, Senior Management, and Private Sector Organizations.

DUTIES : The successful candidate will be required to: Oversee and provide strategic leadership for the Implementation of the Durban Aerotropolis Master Plan and the Integrated Aerotropolis Strategy Oversee and provide strategic leadership for the Implementation of the KZN Regional Airport Strategy Oversee and provide strategic leadership for advancing knowledge and skills in the field of Aerotropolis and Aviation Industry Technical and economic support and source of information in the development of Aerotropolis Supervise the Aerotropolis

Development Administration, Risk Management and Budgeting processes and manage human resources.

ENQUIRIES : Ms F F Pupuma: Tel No: (033) 264 2543 / 082 788 8330
NOTE : Preferred: Females and People with Disabilities who meet the requirements.

POST 36/175 : **DIRECTOR: COMMUNICATIONS & MARKETING SERVICES REF NO: DIR-COMMS- 02/ SEPT 2026**
Business Unit: Corporate Services

SALARY : R1 317 384 - R1 551 807 per annum (Level 13), (all-inclusive salary package to be structured under the rules of SMS)
CENTRE : Head Office: Pietermaritzburg
REQUIREMENTS : An appropriate Bachelor's Degree in Communications, Marketing, Public Relations or Journalism at NQF level 7 as recognised by SAQA. A Postgraduate Degree in Communication and extensive experience will serve as an added advantage A minimum of five years relevant experience at Middle / Senior Managerial level in a Communications, Marketing, Public Relations or Journalism environment Completion of Nyukela Certificate for entry into the SMS (Senior Management Service) before appointment A valid driver's licence. Skills, Training, And Competencies: The successful candidate must have advanced knowledge of Government communication systems and frameworks, including GCIS guidelines, Media relations, marketing, branding, and public relations principles, Strategic communication and reputation management, Crisis communication and media response management, and Policy development and strategic planning processes. Knowledge of the Electronic Communications Act, Broadcasting Act, Independent Communications Authority of South Africa Act, functioning of National, Provincial and Local Government, structure and functioning of the Department, Parliamentary protocol processes, linkages with government clusters, Media and Marketing industry, cross-cultural knowledge, client relations, Public Outreach. Demonstrable understanding of media technology, creative and graphic design, and broadcast technology. •Conceptualization and presentation of cutting-edge communication and marketing proposals. Demonstrate knowledge of effective communication strategies between the public sector and media. Working knowledge of electronic media such as computers, photography and video. Knowledge of formulation, interpretation and application of government policies aimed at effective delivery. Knowledge of the National Development Plan (NDP) and Provincial Growth and Development Strategy (PGDS). Knowledge and understanding of the Public Service regulatory framework, e.g., Constitution of the Republic of South Africa, Public Service Act, PFMA, Treasury Regulations, Public Service Regulations, Labour Relations Act, Occupational Health and Safety Act, Basic Conditions of Employment Act, Skills Development Act, Service Delivery Frameworks (Batho Pele Principles). Skills: Strategic leadership and management, Communication skills (verbal and written), Presentation and public speaking skills, Media engagement and negotiation skills, Analytical thinking and problem-solving, Research and information analysis, Stakeholder management and networking, Interpersonal relations and diplomacy, Financial and project management, Report writing and presentation skills, Conflict management and decision-making, Planning, organizing, and time management, Computer literacy and digital communication skills, Content development and editing skills. Excellent communication and interpersonal skills, Excellent leadership skills, Ability to interpret and apply policy, Presentation skills, Negotiation skills, Assertiveness skills, Coaching and mentoring skills, good planning and organizational skills, Well-developed analytical and research Skills. The successful candidate must demonstrate integrity and ethical conduct with a strong commitment to ethical principles and professional standards.
DUTIES : Manage Internal and External Communications. Manage Marketing and Communication Campaigns. Manage Stakeholder and Community Liaison. Ensure the development and implementation of policies. Ensure effective management of the resources of the office of the Directorate.
ENQUIRIES : Mr BS Ntuli at 060 569 2315
NOTE : Preferred: Females and People with Disabilities who meet the requirements

OTHER POST

POST 36/176 : **ENVIRONMENTAL OFFICER - ENVIRONMENTAL EMPOWERMENT MANAGEMENT SERVICES REF NO: EO–EMS 03/SEPT 2026 (X3 POSTS)**
Business Unit: Environmental Empowerment Management Services

SALARY : R357 597 – R395 352 per annum, (OSD)
CENTRE : Umgungundlovu, Harry Gwala and Ethekwini Districts
REQUIREMENTS : The ideal candidate must have: An appropriate Bachelor's Degree in Environmental Management, Environmental Science, Natural Science, or Geography at NQF7 as recognized by SAQA. A minimum of one (1) year of relevant experience as an Environmental Management intern, or a demonstration of affinity or passion for environmental education, awareness, and capacity building, will serve as an added advantage. A valid driver's license. Skills, Training, And Competencies: The successful candidate must have practical knowledge of Environmental Legislation (NEMA), including an understanding of the objectives and provisions of the National Environmental Management Act, 1998, and associated legislation. Knowledge of Project Management, Facilitation of workshops, and Information Management protocols. Knowledge and understanding of the Republic of South Africa Constitution, National Environmental Management Act, Public Service Act, Public Service Regulations, Public Finance Management Act, Labour Relations Act, Community Development, Public Participation, Community Outreach, Project Management principles, Millennium Development Goals, National Youth Development Agency Act, Youth Development Policy, Promotion of Access to Information Act, Service Delivery Framework, National Development Plan, Provincial Growth and Development Plan, National Environmental Education policy. Skills: Organizational planning skills; analytical thinking; project management; computer literacy; report writing; research skills; presentation skills; decision-making; people management; strategic planning skills; Conflict management; interpersonal relations; problem-solving; communication skills (verbal and written).
DUTIES : The incumbent will be required to: Promote and implement environmental awareness programs implement environmental education programs to assist with the implementation of environmental education into formal education structures (such as schools, SETAs, AET, Higher Education, etc). Identify and implement environmental capacity building programs for the general public and stakeholders through physical interaction and/or web conferencing Develop and implement community-based natural resource management and environmental action projects for sustainable development Perform administrative support and internal cooperation.
ENQUIRIES : Mr. S Ngcobo at 082 312 6597
NOTE : All the appointments will be made in accordance with the employment equity targets of the department, which are African male, coloured male, Indian male and people with disabilities who meet the requirements are encouraged to apply. successful candidates must note that they will have to serve in the districts where they are placed for a minimum of five (05) years before any transfers within the department can be considered.

DEPARTMENT OF HEALTH

MANAGEMENT ECHELON

POST 36/177 : **DIRECTOR: HAST PROGRAMMES IMPLEMENTATION & MMC, HIV PREVENTION REF NO: G52/2026**
Cluster: Strategic Health Programmes
Job Purpose Strategy and System Development: To analyse national policy imperatives and other baseline information regarding the management of the various programmes with a view to determining department policy gaps and developing an integrated policy framework inclusive of treatment protocols and guidelines.

SALARY : R1 317 384 per annum (Level 13), (an all-inclusive SMS salary package)
CENTRE : Head Office: Pietermaritzburg
REQUIREMENTS : Matric Certificate (Grade 12). Plus, an undergraduate qualification (NQF Level 7) in Clinical Health Sciences. Plus, Registration with Health Professions Council. Plus, 5 years of experience at a middle / senior managerial level. Plus

Extensive (5 – 10 years) experience in HIV, AIDS, TB, STIs. Plus, Valid Driver's License. Plus, Computer literacy. Additional Requirements: Project management certification or equivalent qualification. Plus, Financial management certification/qualification/accreditation. Plus, Post graduate qualification (Certificate, diploma or degree) in Public Health. Competencies: Knowledge, Skills, Training and Competencies Required: Competencies: Knowledge: The incumbent of this post will report to the Director: Strategic Health Programmes. The ideal candidate must: Extensive clinical knowledge and experience regarding the management of the HAST diseases within the health service context. Knowledge and skills in HIV and STI Prevention, Treatment, Management, Care and Support programme. Extensive knowledge and skills regarding integrated policy development in a highly complex environment. Extensive knowledge of best practices and the ability to customise such practices to suit local needs. Specialised knowledge and skills related to the clinical management of TB and HIV collaboration and STI. The ability to identify the determinants of the disease falling outside the functional domain of the department and to effectively empower the Principals to leverage corrective action by relevant institutions. Extensive Project Management skills. Training, facilitation, mentorship, and coordination skills. Proper Financial and Resource Management. Negotiation and Problem-solving skills. Data analytical, sharing and use skills. Basic research skills and or ability to formulate research questions. Excellent verbal and written communication skills.

DUTIES : Based on the identified "gaps" develop integrated health policies inclusive of treatment protocols, referral arrangements, quality assurance, norms, standards and monitoring arrangements to enable Institutions to effectively and efficiently manage the prevalence of HIV, AIDS, STIs and TB through the primary health care approach. Through the co-opting of specialists from all relevant health care disciplines, ensure that prescribed clinical protocols will promote a holistic and integrated approach in the management of HIV, HTS, PMTCT, ART, MMC, HTA, STI, PrEP and Comprehensive condom program. Programme/ Project Management: Based on relevant disease profiles, facilitate processes for the resourcing and allocation of external resources Institutions. To oversee and manage the policy development inclusive of processes to secure/manage specialized resources (both internal and external). Interact with internal stakeholders (more specifically the General Managers responsible for operational implementation) to facilitate the effective and efficient implementation of intervention strategies and policy within the area of operation. Ensure that activities of the Unit are well coordinated and integrated with the objectives of other components of the Cluster. Technical Advice and Support: Provide technical advice to the Principals on policy matters and develop innovative policy solutions related to the area of operation. Represent the Department in technical for a (both national and provincial) responsible for the development of a comprehensive response to HIV, HTS, PMTCT, ART, MMC, HTA, STI, PrEP and Comprehensive condom program. Provide technical advice to the Department on strategy and policy matters and policy solutions related to the area of operation. Provide technical input during national policy design phases with the development of well-defined departmental mandates, enabling the Principals to effectively and efficiently participate in the operations of the National and Provincial Health Councils. Monitoring and Evaluation: Monitoring and evaluate the overall performance of the policy component with a view to identify implementation berries created by strategy and policy imperatives and where appropriate coordinates and manage processes to unblock the identified berries. Monitor and evaluate the delivery of programmes throughout the province and ensure that strategic goals and objectives are being. Monitor efficient distribution and use of resources allocated to the Unit and Programme delivery.

ENQUIRIES : Mrs JN Ngozo Tel No: (033) 395 2586

APPLICATIONS : All applications should be forwarded to The Chief Director: Human Resource Management Services KZN Department of Health Private Bag X9051, Pietermaritzburg, 3200 OR Hand Deliver to: 330 Langalibalele Street, Natalia Building, Registry, Minus 1:1 North Tower. Interested applicants can visit the following website at www.kznonline.gov.za/kznjobs for full posts details. "Applicants are encouraged to apply for posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs or submit their Z83 and CV directly to the following email address Headoffice.Jobapplication@kznhealth.gov.za. Applicants may also visit any one of our Designated Online Application

Centre's (DOACS) where our friendly staff will assist you with applying online or receiving your hardcopy application. You can find the list of Designated Online Application Centre's (DOACS) at www.kznonline.gov.za/kznjobs.

FOR ATTENTION : Miss N.S Buthelezi Tel No: (033) 395 2896

NOTE : (We strive to create an environment that brings the power of diversity to life and as such, this Department is an equal opportunity, affirmative action employer, whose aim is to promote inclusiveness in all occupational levels in the Department.) Applications must be submitted on the new prescribed Application for Employment form (Z83) which must be originally signed, initialed and dated. Applications received on the incorrect Z83 will not be considered. All required information on the Z83 must be provided. Failure to complete or disclose all information will automatically disqualify the applicant. The Z83 should be accompanied by a comprehensive CV (with detailed experience). Persons with disabilities are encouraged to apply for the post. Only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from Human Resources. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants with foreign qualifications are requested to have their qualifications evaluated by SAQA and to provide proof of such evaluation (only when shortlisted). Applicants: Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than 1 post, submit separate applications for each post that you apply for quoting the relevant reference number. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful. NB: For the Pre-Entry Certificate for SMS, any individual may register for the course and complete such in anticipation of wishing to apply for an SMS post in future. The course is available at the NSG under the name Certificate for entry into the SMS and the full details can be sourced by following the link: https://www.thensg.gov.za/training-courses/sms-pre-entry-programme/.Individuals who have completed the course already, and who are therefore in possession of a certificate are welcome to submit such, however it is not required that an applicant submit such when applying for the post prior to the closing date. However, prior to an appointment being made to any SMS post, the appointee to such a post must have completed the pre-entry certificate and must be in possession of such prior to taking up the post. NB: All shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s prior to the date of the interview. All shortlisted candidates for SMS posts will be subjected to a technical exercise and interview. Following the technical exercise and interview, a maximum of three (3) SMS candidates will undergo psychometric assessments to assess cognitive capabilities, behavioural preferences, emotional intelligence, and integrity.

CLOSING DATE : 23 October 2026

OTHER POSTS

POST 36/178 : **MEDICAL SPECIALIST: SURGERY REF NO: PSH 19/2026 (X1 POST)**

SALARY : Grade 1: R1 395 528 per annum
Grade 2: R1 592 274 per annum
Grade 3: R1 899 182 per annum
The all-inclusive remuneration package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules. Other Benefits: 22% of basic salary – Rural Allowance & Commuted Overtime (conditions apply)

CENTRE : Port Shepstone Regional Hospital

REQUIREMENTS : **Grade 1**: No Experience required. **Grade 2:** Minimum of 5 years relevant experience after registration with HPCSA as a Medical Specialist in Surgery. **Grade 3:** Minimum of 10 years relevant experience after registration with

HPCSA as a Medical Specialist in Surgery. Grade 12 / Matric or Equivalent. MBChB degree & FCS / Surgery. An appropriate qualification that allows registration with HPCSA as a Medical Specialist in Surgery. Current HPCSA Registration card 2026/2027. Registrars who have completed their training may also apply on condition that their appointment will be subject to them submitting documentary evidence of registration with HPCSA as a Specialist in Emergency Medicine. Registrars who have completed their training may also apply on condition that their appointment will be subject to them submitting documentary evidence of registration with HPCSA as a Specialist in Surgery. Knowledge, Skills, Training and Competencies Required: Clinical knowledge, competency and skills in department of Surgery. Sound knowledge of health care system medical ethics. Good communication skills, leadership and decision-making qualities. Relevant teaching experience (clinical and operative) necessary for junior medical officers / interns training. Must have interests in research. Successful candidate will be obliged to perform an outreach programme under the guidance of the Head of Department. Knowledge of current Health and Public Service Legislation, regulations and Policies. Good team building and problem solver. Excellent human, communication and leadership skills. Awareness of cross-cultural differences. Concern for excellence.

DUTIES : Provide specialist services in designated area of responsibility within accepted guidelines and protocols. Provide appropriate level of care, referral pathways, seamless and integrative service delivery system. Supervision and training of junior staff at clinical and operative level. Facilitation of academic meetings. Must be able to provide an afterhours / emergency service as unit requirements. Review and implementation of district health service protocols. Statistical analysis to be able to produce relevant journal publications. To attend regular interdisciplinary meetings. To facilitate Outreach Programme to other hospitals within the district. To perform administrative duties required by the department. Provision of quality patient centred care for all patients. Training of undergraduate and post graduate medical students. Examination, investigation and treatment of patients in the clinics and wards as lay down by the Head of Department. Participation in activities within the discipline including Case presentations, Ward round presentations, Journal club and other departmental meetings. Conduct audits, morbidity and mortality reviews, develop clinical guidelines, protocols, quarterly reports, monitoring of inappropriate referrals for specialty. Provide surgical care to patients with surgical conditions, including trauma. Be responsible for basic operations, especially for general surgery emergencies and trauma. To supervise and teach new doctors in the treatment of general surgical conditions, including trauma. Conduct out-patient clinics in the hospital. Conduct patient management in the wards including both High Care (Resuscitation unit) and Intensive Care Unit and ensuring set standards are maintained. Be responsible for all letters and assist patients with SASSA forms and medico-legal issues and forms. Conduct research in the field of general surgery and trauma

ENQUIRIES : Dr. M.L Jona Tel No: (039) 688 6184 / 6147

APPLICATIONS : Applications should be posted / hand delivered to: The Human Resource Manager, Port Shepstone Hospital, Private Bag X5706, Port Shepstone, 4240. Applicants are encouraged to utilise Courier Services/ S'thesha Waya Waya or e-mail to PSRH.Recruitment@kznhealth.gov.za (Only shortlisted candidates will be requested to submit proof of qualifications)

FOR ATTENTION Mr. Z.M Zulu

NOTE : Detailed application for employment (Z83) and Curriculum Vitae. Certified copies – must not be submitted when applying for employment. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (Ethical Conduct) assessment. NB: Please note that due to financial constraints, there will be no payment of S&T Claims. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Due to financial constraints, S&T claims will not be paid to candidates who attended interviews. The appointment is subject to positive outcome obtained from the NIA to the following checks: security

clearance, credit records, qualification, citizenship and previous experience employment verifications.

CLOSING DATE : 23 October 2026

POST 36/179 : **MEDICAL SPECIALIST: EMERGENCY MEDICINE REF NO: PSH 18/2026 (X1 POST)**

SALARY : Grade 1: R1 395 528 per annum
Grade 2: R1 592 274 per annum
Grade 3: R1 899 182 per annum
The all-inclusive remuneration package consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules Other Benefits: 22% of basic salary – Rural Allowance & Commuted Overtime (conditions apply)

CENTRE : Port Shepstone Regional Hospital

REQUIREMENTS : **Grade 1:** No Experience required. **Grade 2:** Minimum of 5 years relevant experience after registration with HPCSA as a Medical Specialist in Emergency Medicine. **Grade 3:** Minimum of 10 years relevant experience after registration with HPCSA as a Medical Specialist in Emergency Medicine. Grade 12 / Matric or Equivalent. MBChB degree & FCEM(SA). An appropriate qualification that allows registration with HPCSA as a Medical Specialist in Emergency Medicine. Registration certificate with the HPCSA as a Medical Specialist in Emergency Medicine. Current HPCSA Registration card 2026/2027. Registrars who have completed their training may also apply on condition that their appointment will be subject to them submitting documentary evidence of registration with HPCSA as a Specialist in Emergency Medicine. Knowledge, Skills, Training and Competencies Required: Clinical knowledge, competency and skills in Emergency Medicine. Sound knowledge of medical ethics. Good communication skills, leadership and decision-making qualities. Ability to diagnose and treat common medical and trauma problems. Ability to manage a team of doctors in delivering emergency care to patients. Knowledge of current Health and Public Service Legislation, regulations and Policies. Concern for excellence.

DUTIES : Provide specialist services in designated area of responsibility within accepted guidelines and protocols. Perform, interpret and report procedures and studies within the designated specialty. Provide appropriate level of care, referral pathways, seamless and integrative service delivery system. Assist the Head Clinical Unit in capacity building in district hospitals and provision of outreach services with focus on improving medical services. Conduct audits, morbidity and mortality reviews, develop clinical guidelines, protocols, quarterly reports, monitoring inappropriate referrals for specialty. Active participation in continuing medical education programs for the entire Ugu district health institutions. Participate in undergraduate and post graduate teaching of Emergency Medicine. Participate in the Quality Improvement Program in the department. Participate in clinical audit activities within the department. Be responsible for teaching medical students, paramedical staff, nursing staff, registrars and medical officers. Assist in sustaining a DipPEC and Registrar teaching programme. Maintain clinical, professional and ethical standards related to Emergency Medicine.

ENQUIRIES : Dr. M.L Jona Tel No: (039) 688 6184/ 6147

APPLICATIONS : Applications should be posted / hand delivered to: The Human Resource Manager, Port Shepstone Hospital, Private Bag X5706, Port Shepstone, 4240. Applicants are encouraged to utilise Courier Services/ S'thesha Waya Waya or e-mail to PSRH.Recruitment@kznhealth.gov.za (Only shortlisted candidates will be requested to submit proof of qualifications)

FOR ATTENTION Mr. Z.M Zulu

NOTE : Detailed application for employment (Z83) and Curriculum Vitae. Certified copies – must not be submitted when applying for employment. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (Ethical Conduct) assessment. NB: Please note that due to financial constraints, there will be no payment of S&T Claims. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual

Property Commission (CIPC). Due to financial constraints, S&T claims will not be paid to candidates who attended interviews. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience employment verifications.

CLOSING DATE : 23 October 2026

POST 36/180 : **DEPUTY MANAGER NURSING (LEVEL 1 & 2 HOSPITALS) REF NO: PMMH 31/2026 (X1 POST)**
Component: Primary Health Care (PHC)

SALARY : R1 069 215 – R1 201 302 per annum, (all-inclusive packages), consist of 70% basic salary and 30% flexible portion that may be structured in terms of applicable rules. Other Benefits: In-Hospitable Area Allowance (8% of basic salary)

CENTRE : Prince Mshiyeni Memorial Hospital

REQUIREMENTS : Basic R425 Diploma / Degree in Nursing or equivalent qualification allowing registration with SANC as a Professional Nurse with Midwifery. Current South African Nursing Council (SANC) registration (2026).9 years' appropriate/recognisable nursing experience after registration, with at least 4 years at Primary Health Care (PHC) management level. Diploma/Degree in Nursing Administration/Health Service Management will be an added advantage. Computer literacy and a valid driver's licence. Knowledge, Skills Training and Competencies Required: Knowledge of Primary Health Care policies, legislation, guidelines, norms and standards. Knowledge of nursing care processes, procedures, clinical governance and quality assurance. Knowledge of human resource management, financial management and supply chain management processes. Knowledge of District Health System planning, monitoring and evaluation. Knowledge of PHC programmes, including HIV/AIDS, Sexually Transmitted Infections and Tuberculosis (HAST), communicable and non-communicable diseases, and maternal, neonatal and child health. Good leadership, management, coordination and supervisory skills. Good communication, report-writing, conflict-management and problem-solving skills. Ability to manage human, financial and material resources effectively. Ability to analyse and interpret health information and use data to improve service delivery. Ability to work effectively within a multidisciplinary team and engage with internal and external stakeholders. Computer skills, including the ability to use relevant Microsoft Office applications. Ability to work under pressure and meet deadlines.

DUTIES : Provide strategic leadership and direction to Primary Health Care nursing services. Coordinate, supervise and monitor quality and efficient patient-care services. Monitor implementation of the District Health Plan, PHC indicators, norms, standards and targets, and initiate corrective action where required. Coordinate planning, monitoring and evaluation of PHC service delivery within the sub-district. Ensure compliance with Office of Health Standards Compliance (OHSC), Ideal Health Facility, clinical governance and nursing standards. Manage human, financial and material resources effectively, including budget monitoring and audit compliance. Manage staff performance, development, discipline and grievances. Ensure effective infection prevention and control and quality-improvement programmes. Monitor key PHC programmes, including HIV, AIDS, Sexually Transmitted Infections and Tuberculosis (HAST), communicable and non-communicable diseases, and maternal, neonatal and child health. Promote health education, health promotion and disease prevention. Strengthen multidisciplinary, outreach and stakeholder relationships. Use health information and monitoring and evaluation findings to improve service delivery and patient outcomes. Support service-delivery innovations towards Universal Health Coverage/National Health Insurance (NHI). Perform any other duties delegated by the relevant authority.

ENQUIRIES : Mr. Gbcte Khawula Tel No: (031) 907 8506

APPLICATIONS : Applications to be forwarded to: The Human Resource Manager OR Hand deliver to A-Block 1st Floor white applications box. Prince Mshiyeni Memorial Hospital, Private Bag X07, Mobeni, 4060. Applicants are encouraged to apply for posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs. Applications may alternatively be emailed to: Mxolisi.Mlambo@kznhealth.gov.za quoting reference number only in the subject line. Emailed applications should please be sent as one attachment.

FOR ATTENTION	:	Mr. M.F Mlambo
NOTE	:	Directions To Candidates: Applicants must submit a fully completed, initialled and signed Z83 form and a detailed CV only. All fields of Sections A, B, C and D of the Z83 must be completed in full. Due to the limited space on the Z83, applicants may indicate “refer to CV” or “see attached” in Sections E, F and G. However, the question relating to conditions that prevent re-appointment under Part F must be answered, and the declaration must be completed and signed. Only shortlisted candidates will be required to submit certified supporting documents and a Certificate of Service endorsed by Human Resources. Only the new Z83 Application for Employment form, effective from 01 January 2021, will be accepted. The form is available from any Government Department or from the KZN Department of Health or DPSA websites. The reference number and position applied for must be clearly indicated on the Z83 form. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate’s suitability based on the post’s technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The successful candidate will be required to sign a performance agreement within three months of appointment. Due to the anticipated high number of applications, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates. If you are not contacted within two months after the closing date, please consider your application unsuccessful. African males and persons with disabilities from all designated race groups are encouraged to apply. No subsistence and travel (S&T) payments will be made to candidates attending interviews. Applicants with foreign qualifications must have their qualifications evaluated by SAQA and provide proof of the evaluation where required. Failure to comply may result in the application not being considered. The Department reserves the right not to fill the post(s). Failure to comply with the above requirements will result in disqualification. (This Department is an equal opportunity and affirmative action employer committed to promoting representivity at all levels and across all occupational categories.)
CLOSING DATE	:	23 October 2026
POST 36/181	:	**MEDICAL OFFICERS GRADE 1, 2 OR 3: REF NO: DPKISMH 23/2026 (X2 POSTS)** Component: Anaesthetics
SALARY	:	Grade 1: R1 041 402 – R1 121 241 per annum, All-inclusive packaged consist of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rule, plus Commuted Overtime, Medical Aid (Optional).
CENTRE	:	Dr Pixley Ka Isaka Seme Memorial Hospital
REQUIREMENTS	:	Appropriate qualification plus registration with HPCSA as Medical Practitioner. No experience required after completion of Community Service. Senior Certificate / Grade 12 or equivalent. An appropriate tertiary qualification (MBCHB) plus Registration certificate with HPCSA as a Medical Practitioner. Current registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner after completion of community Services 2025/2026. Persons in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA). The employment equity target for this post is an African Male. Knowledge, Skills, Training and Competence Required: Good knowledge of Anaesthetic procedures and latest protocols. Knowledge and appropriate use of anaesthetic equipment Experience and ability to deal with a wide variety of Anaesthetic cases. Ability to work in a multi-disciplinary team setting. Good interpersonal and supervisory skills. Provide training and guidance to members of the multi-disciplinary team. Ability to diagnose and manage common anaesthetic problems including emergencies. Sound moral values based on integrity, trust and judgement. Sound knowledge of the relevant legislative mandates, policies and prescripts governing the medical profession and public health in South Africa. At least 6 months’ experience in Anaesthetics would be a recommendation. The Diploma in Anaesthesia (DA) from the College of Medicine of South Africa (CMSA) or progress toward primary exams (FCA

PART 1) will be an added advantage. Other valid additional certificates such as BLS, ACLS, and ATLS will be an added advantage.

DUTIES : Provide safe, high quality clinical care for patients during pre-operative assessments, intra-operative regional and general anaesthesia administration and post- operative care including pain management. Manage emergency resuscitations, urgent medical stabilisation and intensive care needs. Ability to identify the need for and refer appropriately. Work with other clinical care units. Ability to manage patients in a holistic manner. Give medical judicial evidence. Maintain medical records. Provide training to the members of the multidisciplinary team in theatre. Participate in continued professional development and teaching programmes. Participate in departmental audits and all other quality improvement initiatives. Knowledge of the clinical governance framework and the legislated norms and standards. The successful applicant will be required to perform after hour duties.

ENQUIRIES : Dr S Reddy: HCU-Anaesthetics Tel No: (031) 530 1502

APPLICATIONS : Directives To Candidates: Applications to be hand delivered to 310 Bhejane Street (Hospital Gate Number 2) KwaMashu or Emailed To: pixley.recruitment@kznhealth.gov.za or Couriered To: 310 Bhejane Street (Hospital Gate Number 2) KwaMashu, 4360.

FOR ATTENTION : Deputy Director: HRM

NOTE : The following documents must be submitted, Application for employment form (Z83), which is obtainable at any Government Department or form website-www.kznhealth.gov.za. Originally signed Z83 must be accompanied by a detailed CV. Only shortlisted candidates will be required to submit proof of current/previous work experience endorsed and stamped by Human Resource Department & other required documents. Applications must be submitted on or before the closing date. The reference number must be indicated in the column provided on the form Z83 e.g. DPKISMH 10/2026. NB: Failure to comply with the above instruction will disqualify applicants. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. Please note that due to the number of applications anticipated, applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of the advertisement, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications and verification from the company Intellectual Property (CIPC). The Department reserves the right not to fill the post (s). This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Persons with disabilities should feel free to apply for the post.

CLOSING DATE : 23 October 2026

POST 36/182 : **OPERATIONAL MANAGER NURSING (NAASFARM CLINIC) REF NO: DANCHC 08/2026 (X1 POST)**
Re- Advertisement

SALARY : R720 819 – R821 454 per annum. Other benefits: 13th Cheque, Medical Aid (Optional), Inhospitable Allowance: 8% and Housing allowance: Prescribed requirements to be met.

CENTRE : Naasfarm Clinic

REQUIREMENTS : A minimum of 9 years appropriate/ recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing. At least 5 years of the period referred to above must be appropriate / recognisable experience after obtaining the one-year post basic qualification in Primary Health Care. Grade 12(Senior Certificate), Standard 10/ or National Certificate plus basic R425 qualification i.e. Degree/Diploma in nursing or equivalent qualification that allows registration with SANC as a Professional Nurse. Post Basic qualification with the duration of at least 1 year in Curative Skills in Primary Health Care accredited with the SANC. Current registration with SANC (2026) as Professional Nurse and Primary Health Care and a minimum of 9 years appropriate /recognisable experience after registration as Professional Nurse in General Nursing. Knowledge, Skills, Training and Competencies Required For The Post: Knowledge of Nursing care processes and procedures,

Nursing Acts, Health Act, Nurses Pledge, Patient's-Right charter, Batho Pele principles etc. Nursing statutes and relevant legal framework. Knowledge and understanding of legislative framework governing the public services. Knowledge of HR, Finance, Skills development, Labour Relations, Public Service. PHC Guidelines and other prescripts. Conflict, change and people management. Disciplinary code and procedure, Grievance Procedure, Human Resource Policies, Hospital generic and specific policies. Leadership, organisational, decision making and problem-solving abilities within the limit of the public sector and institutional policy framework, supervisory and communication skills. Good report writing and facilitation skills, good verbal and communication skills. Team building and cross-cultural awareness. Interpersonal skills including public relations, negotiating, conflict handling and counselling skills. Sound knowledge of the National Core standards (OHSC) and Data Management. Sound knowledge of health programme run at the PHC level. Insight into procedures and policies pertaining to nursing care. Financial and budgetary knowledge pertaining to the relevant resources under management. Computer skills in basic programmes.

DUTIES : Facilitate provision of comprehensive package of service at PHC level including priority programme and Quality Improvement Programmes. Develop Clinic Operational Plan, monitor the implementation and submit progress reports. Participate in the implementation of the nursing plan (Clinical practice/quality patient care). Participate in clinical audits in the facility and ensure implementation of the quality improvement plans supported by strong work ethics. Implement standards, practices, criteria and indicators for quality nursing (Quality of practice). Practice nursing and health care in accordance with laws and regulations relevant to nursing and health care. Maintain a constructive working relationship with nursing and other stakeholders. Provide direct and indirect supervision of all nursing staff/housing keeping staff and give guidance. Ensure continuity of patient care on all levels e.g. work book, handover and rounds. Ensure effective utilisation of human resources, material and physical resources efficiently and effectively. Render health services in the community by implementing Community Oriented Primary Care. Supervise and ensure the provision of an efficient patient care through adequate nursing care at the clinic. Ensure Batho Pele principles, National Core standards and ideal Clinic priorities are implemented. Provide safe therapeutic environment that allows for the practice of safe nursing care as laid down by nursing act and Occupational Health and Safety Act. Compile monthly, quarterly statistics and other reports. Provide strategic leadership in delivery of integration DHS based on relevant policy imperatives. Reduce burden of diseases by implementing the integrated multi stakeholder HEALTH promotion well-being strategy (IMHPWS) fully in your subdistrict and implementation of health programmes and service package within the subdistrict. Ensure effective, efficient and economical management of allocated resources- HRM, HRD, Budget, Transport, Equipment etc. within the subdistrict. Monitor and evaluate the PHC activities. Management of Records, Data performance information within the subdistrict.

ENQUIRIES : Mrs BA Mbatha: Tel No: (034) 621 6100

APPLICATIONS : All applications should be forwarded to Assistant Director: HRM; KZN: Department of Health; Hand delivery to: Dannhauser Community Health Centre; No 7 Durnacol Road; Dannhauser: 3080. Email Address: DannhauserCHC.HRJobApplication@kznhealth.gov.za or www.kznonline.gov.za/kznjobs

FOR ATTENTION : Mrs DBP Buthelezi

NOTE : Applications must be submitted on the prescribed application for employment form (Z83-fully completed) and Curriculum Vitae. Only shortlisted candidates for a post will be required to submit certified documents and proof of current registration with the respective council on or before the day of the interview following communication from HR. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. NB: Failure to comply with the above instructions will disqualify applicants. Faxed applications will not be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks security clearance (vetting),

criminal clearance, credit records and citizenship, verification of educational qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful.

CLOSING DATE : 23 October 2026
NOTE : Preference will be given to African Male

POST 36/183 : **ASSISTANT MANAGER NURSING (NIGHT DUTY) REF NO: DPKISMH 24/2026 (X1 POST)**
Component: Nursing

SALARY : R720 819 – R846 282 per annum. Other Benefits: 13th Cheque/service bonus, medical aid: optional homeowners allowance subject to meeting prescribed requirements.

CENTRE : Dr Pixley Ka Isaka Seme Memorial Hospital

REQUIREMENTS : Grade 12/Senior Certificate or equivalent. Degree/Diploma in General Nursing Science, Midwifery and Psychiatry – Current South African Nursing Council receipt - licence to practice (2026/2027). A minimum of 8 years appropriate/recognizable experience after registration with SANC as a Professional Nurse. - At least three (3) years of the period above must be a supervisory experience. Knowledge, Skills, Training and Competence Required: Knowledge and insight in Nursing processes, procedures and other relevant Public Service Acts, legislations - Knowledge of Health Care Service delivery. Knowledge of basic/standard management principles of nursing approach. Knowledge of Human Resources Management, Staff Training and Development and Financial Management. Sound knowledge of disciplinary processes and grievance procedures. - Good communication skills (written and verbal) and problem solving skills. Ability to function well within a team. Supervisory and analytical thinking skills. Ability to formulate patient care related policies.

DUTIES : Ensure adequate coverage and supervision of staff in all units to allow provision of quality patient care in an efficient and cost effective manner. Facilitate and strengthen implementation of health care services delivery policies, procedures, clinical guidelines, and protocols, plans, and strategies aimed achieving service excellence. Promote implementation of Batho Pele principles, rights charter and acceptance professional/clinical-ethical standards within the applicable legal framework. Participate and ensure implementation of norms and standards, National Health Priorities & quality improvement initiatives including national priority program plans. Ensure a safe environment for both patients and staff at night. Ensure the effective staff development takes place and monitor performance thereof. Demonstrate effective communication with staff, patients, colleagues, clinicians and other stakeholders including report writing and presentation. Ensure effective& efficient management and utilization of resources including staff, material, financial etc. Exercise control of discipline, grievance and labour relations in terms of laid down policies and procedures. Deal with labour relation issues in terms of legislative and procedural guides. Prompt submission of patient safety incidents, complaints reports with quality improvement plans. Ensure that quality is monitoring in various programs e.g. IPC, .resuscitation, Health and safety.

ENQUIRES : Ms SC Nduli: Deputy Director: Nursing Management Tel No: (031) 530 1416

APPLICATIONS : Directives To Candidates: Applications to be hand delivered to 310 Bhejane Street (Hospital Gate Number 2) KwaMashu or Emailed To: pixley.recruitment@kznhealth.gov.za or Couriered To: 310 Bhejane Street (Hospital Gate Number 2) KwaMashu, 4360

FOR ATTENTION : Deputy Director: HRM

NOTE : The following documents must be submitted, Application for employment form (Z83), which is obtainable at any Government Department or form website-www.kznhealth.gov.za. Originally signed Z83 must be accompanied by a detailed CV. Only shortlisted candidates will be required to submit proof of current/previous work experience endorsed and stamped by Human Resource Department & other required documents. Applications must be submitted on or before the closing date. The reference number must be indicated in the column provided on the form Z83 e.g. DPKISMH 10/2026. NB: Failure to comply with the above instruction will disqualify applicants. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a

practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. Please note that due to the number of applications anticipated, applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of the advertisement, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications and verification from the company Intellectual Property (CIPC). The Department reserves the right not to fill the post (s). This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Persons with disabilities should feel free to apply for the post.

CLOSING DATE : 23 October 2026

POST 36/184 : **OPERATIONAL MANAGER NURSING: GRADE 1 (GENERAL STREAM) REF NO: PMMH 32/2026 (X1 POST)**
Component: Medical Outpatient Department (MOPD) Services
Re advertisement: Candidates who previously applied for this post are encouraged to re-apply.

SALARY : R571 161 – R644 613 per annum. Other Benefits: Home Owner Allowance (conditions apply) ,13th Cheque (conditions apply), Medical Aid (Optional), In-hospital Area Allowance (8% of basic salary)

CENTRE : Prince Mshiyeni Memorial Hospital

REQUIREMENTS : Basic R425 qualification (i.e. Diploma/ Degree in General Nursing and Midwifery) that allows registration with the 'South African Nursing Council' (SANC) as a Professional Nurse. Certificates of Registration with the SANC (General Nursing and Midwifery) Current registration with the SANC (2026) A minimum of seven (7) years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Computer literacy will be an added advantage. Knowledge, Skills Training and Competencies Required: Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices. Possess communication skills for dealing with patients, supervisors and other members of the multidisciplinary team including the writing of reports when required. Good human relations displaying a concern for patients, promoting and Advocating proper treatment and care including a willingness and awareness to respond to patient's needs, requirements and expectations (Batho Pele) Demonstrate a basic understanding of HR and Financial policies and practices. Demonstrate basic computer literacy as a support tool to enhance service delivery. Ability to plan and organise own work, time and that of support personnel to Ensure proper nursing care in the unit.

DUTIES : Work as part of a multi-disciplinary team to ensure good nursing care that is cost effective, equitable and efficient in Medical Outpatient Department (MOPD) services. Perform a quality comprehensive clinical nursing practice in accordance with the scope of practice and nursing standards as determined legislative framework and national Core Standards and Office of Health Standard Compliance. Perform duties within the ambits of legal framework as required. Ensure compliance to professional and ethical practice. Work effectively and amicably at a supervisory level with persons of diverse intellectual, cultural, racial or religious differences. Perform duties as delegated by the supervisor and relief duties of the assistant nurse manager's office as required. Ensures implementation of programs relevant to the area of speciality. Serves in quality improvement, IPC and Health and Safety committees NB: Must be prepared to work shift as per allocation; includes night shift, weekends and Public Holidays.

ENQUIRIES : Mrs R.M Abboo Tel No: (031) 907 8518

APPLICATIONS : Applications to be forwarded to: The Human Resource Manager OR Hand deliver to A-Block 1st Floor white applications box. Prince Mshiyeni Memorial Hospital, Private Bag X07, Mobeni, 4060. Applicants are encouraged to apply for posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs. Applications may alternatively be emailed to: Mxolisi.Mlambo@kznhealth.gov.za quoting reference number only in the subject line. Emailed applications should please be sent as one attachment.

FOR ATTENTION : Mr. M.F Mlambo

NOTE : Directions To Candidates: Applicants must submit a fully completed, initialled and signed Z83 form and a detailed CV only. All fields of Sections A, B, C and D of the Z83 must be completed in full. Due to the limited space on the Z83, applicants may indicate “refer to CV” or “see attached” in Sections E, F and G. However, the question relating to conditions that prevent re-appointment under Part F must be answered, and the declaration must be completed and signed. Only shortlisted candidates will be required to submit certified supporting documents and a Certificate of Service endorsed by Human Resources. Only the new Z83 Application for Employment form, effective from 01 January 2021, will be accepted. The form is available from any Government Department or from the KZN Department of Health or DPSA websites. The reference number and position applied for must be clearly indicated on the Z83 form. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate’s suitability based on the post’s technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The successful candidate will be required to sign a performance agreement within three months of appointment. Due to the anticipated high number of applications, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates. If you are not contacted within two months after the closing date, please consider your application unsuccessful. African males and persons with disabilities from all designated race groups are encouraged to apply. No subsistence and travel (S&T) payments will be made to candidates attending interviews. Applicants with foreign qualifications must have their qualifications evaluated by SAQA and provide proof of the evaluation where required. Failure to comply may result in the application not being considered. The Department reserves the right not to fill the post(s). Failure to comply with the above requirements will result in disqualification. (This Department is an equal opportunity and affirmative action employer committed to promoting representivity at all levels and across all occupational categories.)

CLOSING DATE : 23 October 2026

POST 36/185 : **OPERATIONAL MANAGER- NIGHT DUTY REF NO: PSH 21/2026 (X1 POST)**

SALARY : R571 161 per annum. Plus 12% Rural Allowance Other Benefits 13th Cheque, Medical Aid (optional) and Housing Allowance (employee must meet prescribed requirements)

CENTRE : Port Shepstone Regional Hospital

REQUIREMENTS : Grade 12 / Matric or Equivalent. Diploma / Degree in General Nursing Science. Diploma / Degree in Midwifery Nursing Science. Diploma / Degree in Health Service Management. Certificate in computer Course. Current registration with SANC as General Nurse, Midwife / Accoucher and Health Service Manager. A minimum of 7 years clinical experience in nursing after and Midwife in a hospital environment as General Nurse in a hospital environment. Current SANC receipt for 2026. Knowledge, Skills, Training and Competencies Required: Leadership, management, planning, organizing and co-ordination skills. Knowledge of relevant Acts, prescripts, policies and procedures governing health care service delivery. Clinical competencies and policy formulation. Sound knowledge of nursing care delivery approaches and scope of practice in the areas under their control. Sound knowledge of priority programs, clinical guidelines, protocols, policies and procedures. Good communication, interpersonal, negotiation, decision-making, problem-solving, conflict management, counselling, teaching, mentorship and supervisory skills. Basic financial management skills. Knowledge of Code of Conduct, Labour Relations and related policies.

DUTIES : Diagnose and manage obstetric emergencies in the absence of a doctor (i.e.) Eclampsia APH etc. Identify high risk clients during ante-partum and post-partum periods, manage them or refer them accordingly to hospital policy. Develop vision and mission and objectives for obstetric unit. Develop, implement and review obstetric policies / SOP. Conduct Perinatal Mortality reviews or meetings. Know SANC rules and regulations pertaining to

obstetrics. Develop and implement in-service education and quality improvement programs for the obstetrics department. Act as an advocate for clients utilizing Batho Pele principles. Form part of the multi-disciplinary team. Participate and lead in all obstetrics programs, i.e. PPIP, PMTCT, BBI, MBFI, and RHC – reproductive health. Identify training needs for the staff. Practice participative management by assisting with relief duties of the supervisor. Maintain and monitor stock and supplies. Attend meetings held in the institution / outside. Provide leadership and ensure the provision of optimal, holistic specialized O&G nursing units within set standards and professional / legal framework. Plan, organise, coordinate, monitor nursing activities and disaster management in the domain to ensure quality patient care. Monitor and promote Infection Prevention and Control Practices, patient safety and quality improvement initiatives. Ensure effective management and utilization of human, financial, and material resources. Monitor financial resources with emphases on cost containment and keeping of all records within financial policies regarding procurement and the policy regarding revenue generation. Supervise and support nursing personnel, ensure adherence to protocols, policies and standard of care. Ensure that the unit complies with OHSC and IHRM Standards. Monitor implementation of clinical governance programmes and quality assurance standards. Evaluate staff on work performance, and implement employer assistance plan. Collaborate with multidisciplinary teams to ensure efficient, cost-effective and equitable service delivery. Coordinate and facilitate orientation, in-service training mentoring and continuous professional development of staff. Compile and submit reports, statistics and other information required. Participate in research activities and promote evidence-based nursing practice. Maintain professional growth, ethical standards and self-development. Champion and monitor the implementation of CPD program as per SANC CPD Framework.

ENQUIRIES : Mrs. M.C Maqutu Tel No: (039) 688 6117

APPLICATIONS : Applications should be posted / hand delivered to: The Human Resource Manager, Port Shepstone Hospital, Private Bag X5706, Port Shepstone, 4240. Applicants are encouraged to utilise Courier Services/ S'thesha WAYA WAYA or e-mail to PSRH.Recruitment@kznhealth.gov.za (Only shortlisted candidates will be requested to submit proof of qualifications)

FOR ATTENTION Mr. Z.M Zulu

NOTE : Detailed application for employment (Z83) and Curriculum Vitae. Certified copies – must not be submitted when applying for employment. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. NB: Please note that due to financial constraints, there will be no payment of S&T Claims. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Due to financial constraints, S&T claims will not be paid to candidates who attended interviews. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience employment verifications.

CLOSING DATE : 23 October 2026

POST 36/186 : **PROFESSIONAL NURSE GRADE 1/2 – SPECIALTY STREAM REF NO: PMMH 33/2026 (X1 POST)**
Component: Admission, Antenatal & Labour Ward

SALARY : Grade 1: R495 423 – R571 161 per annum
Grade 2: R607 350 – R741 783 per annum
Other Benefits: Home Owner Allowance (conditions apply) ,13th Cheque (conditions apply), Medical Aid (Optional), In- hospital Area Allowance (8% of basic salary)

CENTRE : Prince Mshiyeni Memorial Hospital

REQUIREMENTS : 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" with Midwifery A post-basic qualification in Advanced Midwifery and Obstetrical Nursing Science with a duration of at least

one year, accredited with the SANC. Certificates of Registration with the SANC (General Nursing and Midwifery) Current registration with the SANC (2026) Experience **Grade 1**: a minimum of 4 years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Experience **Grade 2**: a minimum of 14 years appropriate/ recognizable 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 the specific specialty, i.e. Advanced Midwifery and Obstetrical Nursing, after obtaining the one-year post-basic qualification in the relevant specialty. Knowledge of nursing legislation, policies, guidelines and professional/ethical practices. Knowledge and skills in the management of normal and high-risk pregnancy, labour, delivery and the postnatal period. Ability to identify and manage obstetric emergencies within the scope of practice. Good communication, interpersonal and problem-solving skills. Ability to work effectively in a multidisciplinary team. Basic computer literacy. Ability to plan, organise and provide quality nursing and midwifery care. Knowledge of Batho Pele principles and Infection Prevention and Control practices.

DUTIES : Provision of optimal, holistic and specialised nursing and midwifery care in the Admission, Antenatal and Labour Ward. Provide antenatal care and monitor patients during labour and delivery. Identify and manage obstetric emergencies and complications within the scope of practice. Effective utilisation of human, financial and material resources. Participate in training, research, quality assurance and clinical audits. Maintain accurate patient records and promote adherence to nursing and midwifery standards. Provide support to nursing services and work effectively as part of a multidisciplinary team. Maintain professional growth, ethical standards and self-development. Attend meetings, workshops and training programmes as assigned by the supervisor. Assist with relief duties of the supervisor and act as a shift leader on both day and night when necessary. NB: Must be prepared to work shift as per allocation; includes night shift, weekends and Public Holidays.

ENQUIRIES : Mrs R.M Abboo Tel No: (031) 907 8518

APPLICATIONS : Applications to be forwarded to: The Human Resource Manager OR Hand deliver to A-Block 1st Floor white applications box. Prince Mshiyeni Memorial Hospital, Private Bag X07, Mobeni, 4060. Applicants are encouraged to apply for posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs. Applications may alternatively be emailed to: Mxolisi.Mlambo@kznhealth.gov.za quoting reference number only in the subject line. Emailed applications should please be sent as one attachment.

FOR ATTENTION : Mr. M.F Mlambo

NOTE : Directions To Candidates: Applicants must submit a fully completed, initialled and signed Z83 form and a detailed CV only. All fields of Sections A, B, C and D of the Z83 must be completed in full. Due to the limited space on the Z83, applicants may indicate “refer to CV” or “see attached” in Sections E, F and G. However, the question relating to conditions that prevent re-appointment under Part F must be answered, and the declaration must be completed and signed. Only shortlisted candidates will be required to submit certified supporting documents and a Certificate of Service endorsed by Human Resources. Only the new Z83 Application for Employment form, effective from 01 January 2021, will be accepted. The form is available from any Government Department or from the KZN Department of Health or DPSA websites. The reference number and position applied for must be clearly indicated on the Z83 form. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate’s suitability based on the post’s technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The successful candidate will be required to sign a performance agreement within three months of appointment. Due to the anticipated high number of applications, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates. If you are not contacted within two months after the closing date, please consider your application unsuccessful. African males and persons with disabilities from all designated race groups are encouraged to apply. No

subsistence and travel (S&T) payments will be made to candidates attending interviews. Applicants with foreign qualifications must have their qualifications evaluated by SAQA and provide proof of the evaluation where required. Failure to comply may result in the application not being considered. The Department reserves the right not to fill the post(s). Failure to comply with the above requirements will result in disqualification. (This Department is an equal opportunity and affirmative action employer committed to promoting representivity at all levels and across all occupational categories.)

CLOSING DATE : 23 October 2026

POST 36/187 : **PROFESSIONAL NURSE GRADE 1/2 – SPECIALTY STREAM REF NO: PMMH 34/2026 (X1 POST)**
Component: Operating Theatre

SALARY : Grade 1: R495 423 – R571 161 per annum
Grade 2: R607 350 – R741 783 per annum
Other Benefits: Home Owner Allowance (conditions apply) ,13th Cheque (conditions apply), Medical Aid (Optional), In- hospital Area Allowance (8% of basic salary)

CENTRE : Prince Mshiyeni Memorial Hospital

REQUIREMENTS : 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" with Midwifery A post basic qualification in 'Operating Theatre Nursing Science', with duration of at least 1 year, accredited with the SANC Certificates of Registration with the SANC (General Nursing and Midwifery) Current registration with the SANC (2026) Experience **Grade 1:** a minimum of 4 years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Experience **Grade 2**: a minimum of 14 years appropriate/ recognizable 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/ recognizable experience in the specific specialty (i.e. Operating Theatre Nursing Science') after obtaining the 1- year post-basic qualification in the relevant specialty. Knowledge, Skills Training and Competencies Required: Demonstrate an in-depth understanding of nursing legislation and related legal and ethical nursing practices. Possess communication skills for dealing with patients, supervisors and other members of the multidisciplinary team, including the writing of reports when required. Good human relations, displaying a concern for patients, promoting and advocating proper treatment and care, including a willingness and awareness to respond to patients' needs, requirements and expectations (Batho Pele). Demonstrate a basic understanding of HR and financial policies and practices. Demonstrate basic computer literacy as a support tool to enhance service delivery. Ability to plan and organise own work, time and that of support personnel to ensure proper nursing care in the unit. Demonstrate knowledge of peri-operative nursing care and practices.

DUTIES : Provision of optimal, holistic specialised nursing care with set standards and within a professional/legal framework in the Operating Theatre. Effective utilisation of resources. Participation in training and research. Provision of support to nursing services and multidisciplinary theatre teams. Maintain professional growth, ethical standards and self-development. Display a concern for patients, promoting and advocating proper treatment and care, including awareness and willingness to respond to patient needs, requirements and expectations. Work as part of a multidisciplinary team to ensure good nursing care that is cost-effective, equitable and efficient. Attend meetings, workshops and training programmes as assigned by the supervisor. Assist with relief duties of the supervisor and act as a shift leader on both day and night when necessary. NB: Must be prepared to work shift as per allocation; includes night shift, weekends and Public Holidays.

ENQUIRIES : Mrs R.M Abboo Tel No: (031) 907 8518

APPLICATIONS : Applications to be forwarded to: The Human Resource Manager OR Hand deliver to A-Block 1st Floor white applications box. Prince Mshiyeni Memorial Hospital, Private Bag X07, Mobeni, 4060. Applicants are encouraged to apply for posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs. Applications may alternatively be emailed to: Mxolisi.Mlambo@kznhealth.gov.za quoting reference number only in the subject line. Emailed applications should please be sent as one attachment.

FOR ATTENTION	:	Mr. M.F Mlambo
NOTE	:	Directions To Candidates: Applicants must submit a fully completed, initialled and signed Z83 form and a detailed CV only. All fields of Sections A, B, C and D of the Z83 must be completed in full. Due to the limited space on the Z83, applicants may indicate “refer to CV” or “see attached” in Sections E, F and G. However, the question relating to conditions that prevent re-appointment under Part F must be answered, and the declaration must be completed and signed. Only shortlisted candidates will be required to submit certified supporting documents and a Certificate of Service endorsed by Human Resources. Only the new Z83 Application for Employment form, effective from 01 January 2021, will be accepted. The form is available from any Government Department or from the KZN Department of Health or DPSA websites. The reference number and position applied for must be clearly indicated on the Z83 form. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate’s suitability based on the post’s technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The successful candidate will be required to sign a performance agreement within three months of appointment. Due to the anticipated high number of applications, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates. If you are not contacted within two months after the closing date, please consider your application unsuccessful. African males and persons with disabilities from all designated race groups are encouraged to apply. No subsistence and travel (S&T) payments will be made to candidates attending interviews. Applicants with foreign qualifications must have their qualifications evaluated by SAQA and provide proof of the evaluation where required. Failure to comply may result in the application not being considered. The Department reserves the right not to fill the post(s). Failure to comply with the above requirements will result in disqualification. (This Department is an equal opportunity and affirmative action employer committed to promoting representivity at all levels and across all occupational categories.)
CLOSING DATE	:	23 October 2026
POST 36/188	:	**PROFESSIONAL NURSE GRADE 1/2 – SPECIALTY STREAM REF NO: PMMH 35/2026 (X3 POSTS)** Component: Critical Care and High Care
SALARY	:	Grade 1: R495 423 – R571 161 per annum Grade 2: R607 350 – R741 783 per annum Other Benefits: Home Owner Allowance (conditions apply) ,13th Cheque (conditions apply), Medical Aid (Optional), In- hospital Area Allowance (8% of basic salary)
CENTRE	:	Prince Mshiyeni Memorial Hospital
REQUIREMENTS	:	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” with Midwifery A post basic qualification in ‘Critical Care Nursing Science’, with duration of at least 1 year, accredited with the SANC Certificates of Registration with the SANC (General Nursing and Midwifery) Current registration with the SANC (2026) Experience **Grade 1**: a minimum of 4 years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Experience **Grade 2**: a minimum of 14 years appropriate/ recognizable 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/ recognizable experience in the specific specialty (i.e. Critical Care Nursing Science) after obtaining the 1- year post-basic qualification in the relevant specialty. Knowledge, Skills Training and Competencies Required: Demonstrate an in-depth understanding of nursing legislation and related legal and ethical nursing practices. Demonstrate knowledge and skills in the provision of specialised critical care nursing. Possess good communication and interpersonal skills when dealing with patients, relatives, supervisors and members of the multidisciplinary team. Demonstrate knowledge of Infection

Prevention and Control and Occupational Health and Safety practices. Demonstrate basic understanding of HR and financial policies and practices. Demonstrate basic computer literacy as a support tool to enhance service delivery. Ability to plan, organise and coordinate nursing care in the Intensive Care Unit. Ability to train, supervise and support junior staff and student nurses. Ability to identify and manage critically ill patients and respond appropriately to emergencies. Ability to promote quality patient care, ethics and professionalism.

DUTIES : Render optimal, holistic specialised nursing care to patients as a member of the multidisciplinary team. Train and supervise junior staff and student nurses. Maintain accreditation standards by ensuring compliance with National Norms and Standards. Co-ordinate clinical activities of the unit. Participate in the formulation, analysis, implementation and monitoring of unit objectives, policies and procedures. Ensure compliance with Infection Prevention and Control and Occupational Health and Safety policies. Strengthen ethics and professionalism. Provide a safe and therapeutic environment for patients, staff and the public. Advocate for quality patient care. Participate in staff development through the EPMDS system and other work-related programmes and training. Ensure that equipment and machinery are available and functional at all times. Report challenges and deficiencies within the unit. Attend meetings, workshops and training programmes as assigned by the supervisor. Assist with relief duties of the supervisor and act as a shift leader on both day and night when necessary. NB: Must be prepared to work shift as per allocation; includes night shift, weekends and Public Holidays.

ENQUIRIES : Mrs R.M Abboo Tel No: (031) 907 8518

APPLICATIONS : Applications to be forwarded to: The Human Resource Manager OR Hand deliver to A-Block 1st Floor white applications box. Prince Mshiyeni Memorial Hospital, Private Bag X07, Mobeni, 4060. Applicants are encouraged to apply for posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs. Applications may alternatively be emailed to: Mxolisi.Mlambo@kznhealth.gov.za quoting reference number only in the subject line. Emailed applications should please be sent as one attachment.

FOR ATTENTION : Mr. M.F Mlambo

NOTE : Directions To Candidates: Applicants must submit a fully completed, initialled and signed Z83 form and a detailed CV only. All fields of Sections A, B, C and D of the Z83 must be completed in full. Due to the limited space on the Z83, applicants may indicate “refer to CV” or “see attached” in Sections E, F and G. However, the question relating to conditions that prevent re-appointment under Part F must be answered, and the declaration must be completed and signed. Only shortlisted candidates will be required to submit certified supporting documents and a Certificate of Service endorsed by Human Resources. Only the new Z83 Application for Employment form, effective from 01 January 2021, will be accepted. The form is available from any Government Department or from the KZN Department of Health or DPSA websites. The reference number and position applied for must be clearly indicated on the Z83 form. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate’s suitability based on the post’s technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The successful candidate will be required to sign a performance agreement within three months of appointment. Due to the anticipated high number of applications, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates. If you are not contacted within two months after the closing date, please consider your application unsuccessful. African males and persons with disabilities from all designated race groups are encouraged to apply. No subsistence and travel (S&T) payments will be made to candidates attending interviews. Applicants with foreign qualifications must have their qualifications evaluated by SAQA and provide proof of the evaluation where required. Failure to comply may result in the application not being considered. The Department reserves the right not to fill the post(s). Failure to comply with the above requirements will result in disqualification. (This Department is an equal

opportunity and affirmative action employer committed to promoting representivity at all levels and across all occupational categories.)

CLOSING DATE : 23 October 2026

POST 36/189 : **PROFESSIONAL NURSE- SPECIALTY REF NO: PSH 22/2026 (X1 POST)**

SALARY : R495 423 per annum, Plus 12% Rural Allowance. Other Benefits: 13th Cheque, Medical Aid (optional) and Housing Allowance (employee must meet prescribed requirements)

CENTRE : Port Shepstone Regional Hospital-Paediatrics Ward

REQUIREMENTS : Grade 12 / Matric or equivalent. Diploma / Degree in General Nursing Science. Diploma / Degree in Midwifery Nursing Science. 1 year post basic qualification in Child Health Nursing Science. A minimum of 4 years appropriate or recognizable experience in nursing after registration as a general nurse. Registration with SANC as General Nurse, Midwife and Child Health Nurse. SANC receipt for 2026. Knowledge, Skills, Training and Competencies Required: Leadership, organizational, decision making, supervisory and problem-solving abilities within the limit of the Public Sector and institutional policy framework. Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework. Ability to formulate patients care related policies, vision, mission and objective of the component. Communication and interpersonal skills including Public Relations, Negotiating, Coaching. Conflict handling and counselling skills. Financial and budgetary knowledge pertaining relevant resources under management. Insight into procedures and policies pertaining to nursing care, computer skills in basic programmes. Knowledge of MNCWH programmes. Willingness to work shifts, day and night duty, weekends, Public Holidays. Competencies (knowledge /skills). Good communications and interpersonal skills, planning and organizational skills.

DUTIES : Implement neonatal and child health care programmes. Develop and implement quality assurance policies & operational plans. Implement standards, practice and indication for Neonatal and Child Health Care. Participate in child PPIP meetings. Manage effective utilization of all resources in the unit. Develop and implement strategies for Infection Control and Prevention for the unit. Exercise control over discipline and labour relations issues. Develop / establish and maintain constructive working relationship with nursing and other stake holders. Ensure that the unit complies with Regulated Norms and Standards. Support the Mother Baby Friendly initiative. Support and mentor student nurses. Identify high risk, manage or refer them according to hospital policy. Develop vision and mission and objectives for neonates and paediatrics. Develop, implement and review neonatal and paediatric policies/SOP. Attend meetings held in the institution/outside. Participate in the implementation of SANC CPD Framework.

ENQUIRIES : Mrs M.C Maqutu Tel No: (039) 688 6117

APPLICATIONS : Applications should be posted / hand delivered to: The Human Resource Manager, Port Shepstone Hospital, Private Bag X5706, Port Shepstone, 4240. Applicants Are Encouraged To Utilise Courier Services/ S'thesha Waya Waya or e-mail to PSRH.Recruitment@kznhealth.gov.za (Copies should be submitted by shortlisted candidates only)

FOR ATTENTION Mr. Z.M Zulu

NOTE : Detailed application for employment (Z83) and Curriculum Vitae. Certified copies – must not be submitted when applying for employment. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (Ethical Conduct) assessment. NB: Please note that due to financial constraints, there will be no payment of S&T Claims. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Due to financial constraints, S&T claims will not be paid to candidates who attended interviews. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience employment verifications.

CLOSING DATE : 23 October 2026

POST 36/190	:	**PROFESSIONAL NURSE- SPECIALITY REF NO: PSH 23/2026 (X1 POST)**
SALARY	:	R495 423 per annum, Plus 12% Rural Allowance. Other Benefits: 13th Cheque, Medical Aid (optional) and Housing Allowance (employee must meet prescribed requirements)
CENTRE	:	Port Shepstone Regional Hospital-Obstetrics & Gynaecology
REQUIREMENTS	:	Grade 12 or Matric certificate. Diploma / Degree in General Nursing Science. Diploma / Degree in Midwifery Nursing Science. Diploma / Degree in Advanced Midwifery Nursing Science. A minimum of 4 years appropriate / recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing. Registration with SANC as General Nurse, midwife and Advanced Midwife. SANC Receipt for 2026. Knowledge, Skills, Training And Competencies Required: Leadership, organizational, decision making, supervisory and problem-solving abilities within the limit of the Public Sector and institutional policy framework. Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework. Ability to formulate patients care related policies, vision, mission and objective of the component. Communication and interpersonal skills including Public Relations, Negotiating, Coaching. Conflict handling and counselling skills. Financial and budgetary knowledge pertaining relevant resources under management. Insight into procedures and policies pertaining nursing care, computer skills in basic programmes. Willingness to work shifts, day and night duty, weekends, Public Holidays. Competencies (knowledge /skills). Good communications and interpersonal skills, planning and organizational skills.
DUTIES	:	Diagnose and manage obstetric emergencies in the absence of a doctor, i.e., Eclampsia APH, etc. Identify high risk clients during ante-partum and post-partum periods, manage them or refer them according to hospital policy. Develop vision and mission and objectives for obstetric unit. Develop, implement and review obstetric policies / SOP. Conduct Perinatal Mortality reviews or meetings. Know SANC rules and regulations pertaining to obstetrics. Develop and implement in-service education and quality improvement programs for the obstetrics dept. Act as an advocate for clients utilizing Batho Pele principles. Form part of the multi-disciplinary team. Take part in all obstetrics programs, i.e. PPIP, PMTCT, BBI, MBFI, and RHC – reproductive health. Identify training needs for the staff. Practice participative management by assisting with relief duties of the supervisor. Maintain and monitor stock and supplies. Attend meetings held in the institution/outside.
ENQUIRIES	:	Mrs. M.C Maqutu Tel No: (039) 688 6117
APPLICATIONS	:	Applications should be posted / hand delivered to: The Human Resource Manager, Port Shepstone Hospital, Private Bag X5706, Port Shepstone, 4240. Applicants are encouraged to utilise Courier Services/ S'thesha Waya Waya or e-mail to PSRH.Recruitment@kznhealth.gov.za (Only shortlisted candidates will be requested to submit proof of qualifications)
FOR ATTENTION		Mr. Z.M Zulu
NOTE	:	Detailed application for employment (Z83) and Curriculum Vitae. Certified copies – must not be submitted when applying for employment. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. NB: Please note that due to financial constraints, there will be no payment of S&T Claims. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Due to financial constraints, S&T claims will not be paid to candidates who attended interviews. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience employment verifications.
CLOSING DATE	:	23 October 2026

POST 36/191	:	**PROFESSIONAL NURSE- SPECIALTY REF NO: PSH 24/2026 (X1 POST)**
SALARY	:	R495 423 per annum, Plus 12 % Rural Allowance. Other Benefits: 13th Cheque, Medical Aid (optional) and Housing Allowance (employee must meet prescribed requirements)
CENTRE	:	Port Shepstone Regional Hospital-Othopaedics
REQUIREMENTS	:	Grade 12 or Matric certificate. Diploma / Degree in General Nursing science. Diploma / Degree in Midwifery Nursing science. Diploma / Degree in Advanced Midwifery Nursing science. 1 year post basic qualification in orthopaedic nursing science. A minimum of 4 years appropriate / recognisable experience in nursing after registration as Professional Nurse. Registration with SANC as General Nurse, Midwife and Orthopaedic Nurse. SANC Receipt for 2026. Knowledge, Skills Training And Competencies Required: Leadership, organizational, decision making, supervisory and problem-solving abilities within the limit of the Public Sector and institutional policy framework. Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework. Ability to formulate patients care related policies, vision, mission and objective of the component. Communication and interpersonal skills including Public Relations, Negotiating, Coaching. Conflict handling and counselling skills. Financial and budgetary knowledge pertaining relevant resources under management. Insight into procedures and policies pertaining nursing care, computer skills in basic programmes. Willingness to work shifts, day and night duty, weekends, Public Holidays. Competencies (knowledge /skills). Good communications and interpersonal skills, planning and organizational skills.
DUTIES	:	Executive professional nurses' duties and functions with proficiency in support of the strategic operational plan of the Institution. Render an optimal holistic specialized nursing care to patients as member of the Multidisciplinary team. Display concern for patients, promoting and advocating proper treatment and care and willingness to respond to patient's needs. Advocate for quality care of patients utilizing Batho Pele principles. Maintain accurate and complete patient records. Do meaningful rounds and monitor client satisfaction by communicating with patients and relatives. Assist the Operational manager with overall management and necessary support for the effective functioning of the unit. Train and supervise junior staff and student nurses. Participate in ethics and professionalism activities. Participate in the formulation, analysis, implementation and monitoring of unit objectives, policies, and procedures. Ensure effective and efficient management of resources and availability of essential equipment. Maintain accreditation standards by ensuring compliance with Regulated Norms and Standards and Ideal hospital programmes. Ensure the unit complies with Infection Prevention and Control as well as Occupational Health and Safety policies. Participate in staff development using EPMDS System and other work-related programmes and training.
ENQUIRIES	:	Mrs. M.C Maqutu Tel No: (039) 688 6117
APPLICATIONS	:	Applications should be posted / hand delivered to: The Human Resource Manager, Port Shepstone Hospital, Private Bag X5706, Port Shepstone, 4240. Applicants are encouraged to utilise Courier Services/ S'thesha Waya Waya or e-mail to PSRH.Recruitment@kznhealth.gov.za (Only shortlisted candidates will be requested to submit proof of qualifications)
FOR ATTENTION		Mr. Z.M Zulu
NOTE	:	Detailed application for employment (Z83) and Curriculum Vitae. Certified copies – Must not be submitted when applying for employment. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (Ethical Conduct) assessment. NB: Please note that due to financial constraints, there will be no payment of S&T Claims. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Due to financial constraints, S&T claims will not be paid to candidates who attended interviews. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience employment verifications.
CLOSING DATE	:	23 October 2026

POST 36/192	:	**PROFESSIONAL NURSE- SPECIALTY REF NO: PSH 25/2026 (X1 POST)**
SALARY	:	R495 423 per annum, Plus 12% Rural Allowance. Other Benefits 13th Cheque, Medical Aid (optional) and Housing Allowance (employee must meet prescribed requirements)
CENTRE	:	Port Shepstone Regional Hospital-Emergency Department
REQUIREMENTS	:	Grade 12 or Matric certificate. Diploma / Degree in General Nursing Science. Diploma / Degree in Midwifery Nursing Science. 1 year post basic qualification in Emergency and Trauma Nursing Science / Critical Care. A minimum of 4 years appropriate / recognisable experience in nursing after registration as Professional Nurse. SANC Receipt for 2026. Knowledge, Skills Training And Competencies Required: Leadership, organizational, decision making, supervisory and problem-solving abilities within the limit of the Public Sector and institutional policy framework. Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework. Ability to formulate patients care related policies, vision, mission and objective of the component. Communication and interpersonal skills including Public Relations, Negotiating, Coaching. Conflict handling and counselling skills. Financial and budgetary knowledge pertaining relevant resources under management. Insight into procedures and policies pertaining nursing care, computer skills in basic programmes. Willingness to work shifts, day and night duty, weekends, Public Holidays. Competencies (knowledge /skills). Good communications and interpersonal skills, planning and organizational skills.
DUTIES	:	Assist in planning / organizing and monitoring of objectives of the specialized unit. Provide a safe, therapeutic environment for staff, patient and public. Provide direct and indirect supervision of all Nursing Staff and to give them guidance and ensure continuity of patient care on all level. Demonstrate effective communication patient and families with the multi – disciplinary team, other department within the hospital. Assist with allocation /change list, day and night duty rosters and inputs for leave. Assist in record keeping and provide statistical information on training and staffing. To assist in EPMDS evaluation of staff and implement EAP. Assist in orientation, induction and monitoring of all nursing staff. To complete patient related data and partake in research. Promote quality specialized nursing care as directed by scope of practice and standards determined by the relevant speciality. To assist with relief duties of supervision and act as junior shift- leader on both day and night shift. To partake in overall specialized unit functions, i.e. team building. Effective and efficient management of all resources. Liaise with professional nurse in charge in surgical high care / renal unit. Allocation of staff within the directorate on rotational basis. To nurse a critically ill patient who is ventilated, on oxlog and on continuous monitoring. To nurse all types of patients regardless of diagnoses according to disease profile within the directorate. To nurse a trauma patient for close monitoring. To lead in resuscitation of critical patients. To be well versed with labour relations procedures. Implementation of National Core Standard and development of quality improvement plans and projects to improve quality care.
ENQUIRIES	:	Mrs. M.C Maqutu Tel No: (039) 688 6117
APPLICATIONS	:	Applications should be posted / hand delivered to: The Human Resource Manager, Port Shepstone Hospital, Private Bag X5706, Port Shepstone, 4240. Applicants are encouraged to utilise Courier Services/ S'thesha Waya Waya or e-mail to PSRH.Recruitment@kznhealth.gov.za (Only shortlisted candidates will be requested to submit proof of qualifications)
FOR ATTENTION		Mr. Z.M Zulu
NOTE	:	Detailed application for employment (Z83) and Curriculum Vitae. Certified copies – must not be submitted when applying for employment. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. NB: Please note that due to financial constraints, there will be no payment of S&T Claims. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Due to financial constraints, S&T claims will not be paid to candidates who attended interviews. The appointment is subject to

positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience employment verifications.

CLOSING DATE : 23 October 2026

POST 36/193 : **PROFESSIONAL NURSE- SPECIALTY REF NO: PSH 26/2026 (X1 POST)**

SALARY : R495 423 per annum, Plus 12% Rural Allowance. Other Benefits 13th Cheque, Medical Aid (optional) and Housing Allowance (employee must meet prescribed requirements)

CENTRE : Port Shepstone Regional Hospital-Critical Care

REQUIREMENTS : Grade 12 or Matric certificate. Diploma / Degree in General Nursing science. Diploma / Degree in Midwifery Nursing science. 1 year post basic qualification in Critical Care / Emergency and Trauma Nursing Science. A minimum of 4 years appropriate / recognisable experience in nursing after registration as Professional Nurse. SANC Receipt for 2026. Knowledge, Skills Training and Competencies Required: Leadership, organizational, decision making, supervisory and problem-solving abilities within the limit of the Public Sector and institutional policy framework. Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework. Ability to formulate patients care related policies, vision, mission and objective of the component. Communication and interpersonal skills including Public Relations, Negotiating, Coaching. Conflict handling and counselling skills. Financial and budgetary knowledge pertaining relevant resources under management. Insight into procedures and policies pertaining nursing care, computer skills in basic programmes. Willingness to work shifts, day and night duty, weekends, Public Holidays. Competencies (knowledge /skills). Good communications and interpersonal skills, planning and organizational skills.

DUTIES : Assist in planning/organizing and monitoring of objectives of the specialized unit. Provide a therapeutic environment for staff, patients and public. Provide comprehensive quality nursing care. Provide direct and indirect supervision of all Nursing Staff / Housekeeping staff and to give them guidance and ensure continuity of patient care. Demonstrate effective communication patient and families with the multi – disciplinary team, other department within the hospital. Assist with allocation /change list, day and night duty rosters and inputs for leave. Assist in record keeping and provide statistical information on training and staffing. To assist in EPMDS evaluation of staff and implement EAP. Assist in orientation, induction and monitoring of all nursing staff. To complete patient related data and partake in research. Promote quality specialized nursing care as directed by scope of practice and standards determined by the relevant speciality. To assist with relief duties of supervision and act as junior shift-leader on both day and night shift. To partake in overall specialized unit functions, i.e. team building. Effective and efficient management of all resources. Liaise with professional nurse in charge in surgical high care / renal unit. Allocation of staff within the directorate on rotational basis. To ensure critically ill patients regardless of diagnoses according to disease profile within the directorate. To nurse a ventilated paediatric / high care patient in ICU for close monitoring. Maintain professional growth / ethical standard and self-development. Participate in the implementation of SANC CPD Framework.

ENQUIRIES : Mrs. M.C Maqutu Tel No: (039) 688 6117

APPLICATIONS : Applications should be posted / hand delivered to: The Human Resource Manager, Port Shepstone Hospital, Private Bag X5706, Port Shepstone, 4240. Applicants are encouraged to utilise Courier Services/ S'thesha Waya Waya or e-mail to PSRH.Recruitment@kznhealth.gov.za (Only shortlisted candidates will be requested to submit proof of qualifications)

FOR ATTENTION : Mr. Z.M Zulu

NOTE : Detailed application for employment (Z83) and Curriculum Vitae. Certified copies – must not be submitted when applying for employment. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. NB: Please note that due to financial constraints, there will be no payment of S&T Claims. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual

Property Commission (CIPC). Due to financial constraints, S&T claims will not be paid to candidates who attended interviews. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience employment verifications.

CLOSING DATE : 23 October 2026

POST 36/194 : **PROFESSIONAL NURSE- SPECIALITY REF NO: PSH 27/2026 (X1 POST)**

SALARY : R495 423 per annum, Plus 12% Rural Allowance. Other Benefits: 13th Cheque, Medical Aid (optional) and Housing Allowance (employee must meet prescribed requirements)

CENTRE : Port Shepstone Regional Hospital-Operating Theatre

REQUIREMENTS : Grade 12 or Matric certificate. Diploma / Degree in General Nursing science. Diploma / Degree in Midwifery Nursing science. Diploma / Degree in Perioperative Nursing Science. Registration with SANC as General Nurse, Midwifery and perioperative Nursing Science. A minimum of 4 years appropriate / recognisable experience in nursing after registration as Professional Nurse with SANC in General Nursing. SANC Receipt for 2026. Knowledge, Skills Training and Competencies Required: Leadership, organizational, decision making, supervisory and problem-solving abilities within the limit of the Public Sector and institutional policy framework. Knowledge of nursing care processes and procedures, nursing statutes and other relevant legal framework. Ability to formulate patients care related policies, vision, mission and objective of the component. Communication and interpersonal skills including Public Relations, Negotiating, Coaching. Conflict handling and counselling skills. Financial and budgetary knowledge pertaining relevant resources under management. Insight into procedures and policies pertaining nursing care, computer skills in basic programmes. Willingness to work shifts, day and night duty, weekends, Public Holidays. Competencies (knowledge /skills). Good communications and interpersonal skills, planning and organizational skills.

DUTIES : Executive professional nurses' duties and functions with proficiency in support of the strategic objectives and operational plan of the Institution. Render an optimal holistic specialized nursing care to patients as member of the Multidisciplinary team. Display concern for patients, promoting and advocating proper treatment and care and willingness to respond to patient's needs. Advocate for quality care of patients utilizing Batho Pele principles. Maintain accurate and complete patient records. Do meaningful rounds and monitor client satisfaction by communicating with patients and relatives. Assist the Operational manager with overall management and necessary support for the effective functioning of the unit. Train and supervise junior staff and student nurses. Participate in ethics and professionalism activities. Participate in the formulation, analysis, implementation and monitoring of unit objectives, policies, and procedures. Ensure effective and efficient management of resources and availability of essential equipment. Maintain accreditation standards by ensuring compliance with Regulated Norms and Standards and Ideal hospital programmes. Ensure the unit complies with Infection Prevention and Control as well as Occupational Health and Safety policies. Participate in staff development using EPMDS System and other work-related programmes and training.

ENQUIRIES : Mrs. M.C Maqutu Tel No: (039) 688 6117

APPLICATIONS : Applications should be posted hand delivered to: The Human Resource Manager, Port Shepstone Hospital, Private Bag X5706, Port Shepstone, 4240. Applicants are encouraged to utilise courier Services/ S'thesha Waya Waya or e-mail to PSRH.Recruitment@kznhealth.gov.za (Only shortlisted candidates will be requested to submit proof of qualifications)

FOR ATTENTION : Mr. Z.M Zulu

NOTE : Detailed application for employment (Z83) and Curriculum Vitae. Certified copies – must not be submitted when applying for employment. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. NB: Please note that due to financial constraints, there will be no payment of S&T Claims. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship),

verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Due to financial constraints, S&T claims will not be paid to candidates who attended interviews. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance credit records, qualification, citizenship and previous experience employment verifications.

CLOSING DATE : 23 October 2026

POST 36/195 : **SPEECH THERAPIST GRADE 1, 2 OR 3 REF NO: DPKISMH 22/2026 (X1 POST)**
Component: PAMS

SALARY : Grade 1: R413 121 – R472 359 per annum
Grade 2: R482 499 – R550 389 per annum
Grade 3: R564 822 – R683 808 per annum

CENTRE : Dr Pixley Ka Isaka Seme Memorial Hospital

REQUIREMENTS : **Grade 1**: No experience required after registration as Speech Therapist. **Grade 2**: Minimum of 10 years relevant experience after registration as Speech Therapist. **Grade 3:** Minimum of 20 years relevant experience after registration as Speech Therapist. Other Benefits:13thCheque, Medical Aid (Optional), Housing Allowance: Employee must meet prescribed requirements. Senior Certificate / Grade 12 plus a National Diploma/Degree in Speech Therapy plus Current registration with the Health Professions Council of South Africa (HPCSA) as a Speech Therapist plus Certificate of service endorsed by HR department from previous and current employer will be required only for shortlisted candidates. Successful candidate will have to spend minimum of one year in-service. Knowledge, Skills, Training and Competence Required: Speech therapy paediatric and general diagnostic, therapeutic procedures. Knowledge of departmental administrative tasks, Knowledge of ethical code and scope of practice. Ability to problem solving and to apply analytical process to patient care. Supervisory skills for junior staff and students. Unendorsed valid Code B driver's licence (Code 08) and Proficient in IsiZulu.

DUTIES : Provision of effective and comprehensive assessment and treatment for paediatrics and general speech therapy to services to all patients. Sound knowledge of paediatric dysphagia assessments and management. Comprehensive caregiver training, patient education and related concerns. Perform outreach services as needed, conduct group work/ therapy and or block therapy as identified. Confidentiality and ethical multidisciplinary approach to treatment of patients. Conduct home and school visits and other community visits as needed. Administrative work related to patient care: report-writing, statistics. Meeting, case conference, legal reports as needed e.g. disability grants, medico legal work and insurance. Quality improvement plan initiatives: clinical guidelines, teaching and training, audits (core standards, infection control, ideal hospital, etc.) Effective communication with all stakeholders (Patients. NGOs, caregivers etc.) Ensure professional development in line with patient care profile. Support the supervisor in all projects and transformative efforts

ENQUIRIES : Miss TF Mhlongo: Chief Speech Therapist Tel No: (031) 530 1528

APPLICATIONS : Directives To Candidates: Applications to be hand delivered to 310 Bhejane Street (Hospital Gate Number 2) KwaMashu or Emailed To: pixley.recruitment@kznhealth.gov.za or Couriered To: 310 Bhejane Street (Hospital Gate Number 2) KwaMashu, 4360.

FOR ATTENTION : Deputy Director: HRM

NOTE : The following documents must be submitted, Application for employment form (Z83), which is obtainable at any Government Department or form website-www.kznhealth.gov.za. Originally signed Z83 must be accompanied by a detailed CV. Only shortlisted candidates will be required to submit proof of current/previous work experience endorsed and stamped by Human Resource Department & other required documents. Applications must be submitted on or before the closing date. The reference number must be indicated in the column provided on the form Z83 e.g. DPKISMH 10/2026. NB: Failure to comply with the above instruction will disqualify applicants. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. Please note that due to the number of applications

anticipated, applications will not be acknowledged. Correspondence will be limited to short listed candidates only. If you have not been contacted within two months after the closing date of the advertisement, please accept that your application was unsuccessful. The appointment is subject to positive outcome obtained from NIA to the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verifications and verification from the company Intellectual Property (CIPC). The Department reserves the right not to fill the post (s). This Department is an equal opportunity, affirmative employer, whose aim is to promote representivity in all levels of all occupational categories in the Department. Persons with disabilities should feel free to apply for the post.

CLOSING DATE : 23 October 2026

POST 36/196 : **HEALTH AND SAFETY OFFICER REF NO: (MAD 09/2026 (X1 POST)**

SALARY : R413 001 – R486 501 per annum, (Level 08). 13th cheque, Plus Medical Aid (Optional), Plus Housing Allowance (Employee must meet prescribed condition)

CENTRE : Madadeni Provincial Hospital

REQUIREMENTS : Degree / National Diploma in Environmental Health or Safety Management. Minimum of 3-5 years' experience in Safety. Knowledge, Skills and Competencies required: Knowledge of relevant legislations pertaining to Occupational Health and Safety. Identification, control, elimination and monitoring of hazards. Health education and administration of the services. Knowledge of computer literacy. Accident investigation. Disaster management.

DUTIES : Identification of potential situation that could lead to injury/disability/death of staff member/visitor. Proper damage or loss, internal disaster, medico-legal claim and reporting thereof to the Occupational health and safety manager. Ensuring the delegate management and administrative functions are carried out timely and correctly in order for health and safety to function in the institution. Assisting in development and compilation of manuals, policies and protocol that will be included in the rolling out of the health and safety training, orientation and induction programmes. Participate in safety audits for the institution in compliance with the occupational health and safety Act,85 of 1993. Assisting the occupational health and safety manager in ensuring that buildings, construction, plants, and machinery meet and maintain compliance certificates that are regulated by the occupational health and safety Act, 85 of 1993 and its regulation. Organise and record the Disaster drills. Ensure that all employees and service providers within the hospital complies with the required safety protocols. Ensure that people, patients, staff and the building are safe and Hospital is legally compliant, OHSD, norms and standards, DOH requirements, conduct workplace inspections, PPE management, ergonomics and staff safety. Liaise with occupational Health team on T.B, Hep B radiation monitoring etc. Ensure fire safety and emergency preparedness. Ensure Infection Control and patient safety support, i.e heater qudity, ventilation, waste management, contractor safety. Conduct training and awareness on Health and Safety. Implement monitoring and quality improvement.

ENQURIE : Mr. T.D Ndaba Tel No: (034) 328 8014

APPLICATIONS : All applications can be submitted through hand delivery /courier to: The HR Recruitment Office no:3, Madadeni Hospital, f0001, section 6, Madadeni, 2951 or emailed to: sibongiseni.kheswa@kznhealth.gov.za

FOR ATTENTION : The Recruitment Officer

NOTE : 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. The contents of this Circular Minute must be brought to the notice of all eligible officers and employees on your establishment of all Institutions. Institutions must notify all candidates who qualify for post in this circular minute even if they are absent from their normal places of work to apply. Direction to Candidates: the following documents must be submitted: Application for Employment form (Z83) which is obtainable from any Government Department OR from the website - www.kznhealth.gov.za. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, Certified copies of ID, Highest educational qualification and other relevant documents will be requested for submission only from shortlisted candidates. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical

conduct) assessment. The reference number must be indicated in the column provided on the form Z83 and on the back of the envelope, e.g. MAD 01/2016. NB: Failure to comply with the above instructions will be disqualify applicants. Person with disabilities should feel free to apply for the post. The appointment is subject to positive outcome obtained from the NIA the following checks (security clearance, credit records, qualification, citizenship and previous experience employment verification). Due to the large number of applications, receipt of applications will not be acknowledged. However, correspondence will be limited to shortlisted candidates only. Please note that due to financial constraint no S&T claims will be considered for payment to the candidates that are invited for an interview.

CLOSING DATE : 23 October 2026

POST 36/197 : **FACILITY INFORMATION OFFICER REF NO: PMMH 36/2026 (X1 POST)**
Component: Management Information Services

SALARY : R338 106 – R398 277 per annum (Level 07). Other Benefits: Home Owner Allowance (conditions apply) ,13th Cheque (conditions apply), Medical Aid (Optional).

CENTRE : Prince Mshiyeni Memorial Hospital

REQUIREMENTS : Senior Certificate / Grade 12. National Diploma or Degree in Information Technology, Management Information Systems, Statistics, Computer Science or a related field. The following will be an added advantage: Appropriate experience in data management and health information systems, including the District Health Information System (DHIS) and Routine Health Information Systems. Training and/or previous experience in TIER.Net and/or EDRWeb data capturing and reporting. Certificate in MS Office or demonstrated proficiency in the MS Office package. A valid driver's license. Knowledge, Skills Training and Competencies Required: Knowledge of health information systems and data-management principles. Ability to collect, capture, validate, analyse and report health information. Presentation skills - The ability to compile meaningful presentation and/ or graphical presentation of statistics and to compare strategic objectives with reported results Strong communication, interpersonal and supervisory skills Sound organizing, planning and analytical skills. Ability to work independently and as part of a multidisciplinary team. Ability to work under pressure and to meet tight reporting deadlines. Understand regional/district health systems (incl. Health and Management Information Systems) Sound public health knowledge Proficient Computer skills working with full Microsoft Office Package. Ability to operate office equipment e.g. photocopiers, fax machine etc. High level of accuracy and capturing skills Technical knowledge in the information Technology Environment.

DUTIES : Co-ordinating and managing the collection of quality data and the maintenance of the Institutional Health and Management Information at the facility Collecting, capturing, validating, analyzing and interpreting facility data Ensuring the accuracy, completeness and timeliness of information submitted through the relevant health information systems. Monitoring data quality and identifying discrepancies for correction. Compiling monthly, quarterly and annual statistical reports. Providing information to hospital management for planning, monitoring and evaluation. Providing advice to ward managers and Heads of departments with regard to health information and data management systems and related needs e.g. completion of standardised forms and use of hospital registers and Data Management policy related issues. Monitoring facility performance indicators against targets. Preparing statistical tables, graphs and presentations. Feeding back information through both summary and comprehensive reports Maintaining information and data-management records. Conduct data audits, data-quality assessments and monitoring visits. Providing guidance to staff on data collection, reporting and information-management procedures. Performing any other duties delegated by the supervisor or hospital management. Maintain and provide technical support to all routine Health Information Systems Co-ordinate the collection of routine and non-routine data inclusive of surveys. Ensure data and information integrity to accurately represent the state of service delivery in the facility. Supervising and training staff. Putting mechanisms in place to improve the quality of information received. Co-ordinate and facilitate the development of information management and Data flow plan Convene data information Management committee meetings. Actively participate in the facility performance review

activities. Continuously verify and validate data to ensure quality and good decision-making.

ENQUIRIES : Mrs. M Pillay Tel No: (031) 907 8519

APPLICATIONS : Applications to be forwarded to: The Human Resource Manager OR Hand deliver to A-Block 1st Floor white applications box. Prince Mshiyeni Memorial Hospital, Private Bag X07, Mobeni, 4060. Applicants are encouraged to apply for posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs. Applications may alternatively be emailed to: Mxolisi.Mlambo@kznhealth.gov.za quoting reference number only in the subject line. Emailed applications should please be sent as one attachment.

FOR ATTENTION : Mr. M.F Mlambo

NOTE : Directions To Candidates: Applicants must submit a fully completed, initialled and signed Z83 form and a detailed CV only. All fields of Sections A, B, C and D of the Z83 must be completed in full. Due to the limited space on the Z83, applicants may indicate "refer to CV" or "see attached" in Sections E, F and G. However, the question relating to conditions that prevent re-appointment under Part F must be answered, and the declaration must be completed and signed. Only shortlisted candidates will be required to submit certified supporting documents and a Certificate of Service endorsed by Human Resources. Only the new Z83 Application for Employment form, effective from 01 January 2021, will be accepted. The form is available from any Government Department or from the KZN Department of Health or DPSA websites. The reference number and position applied for must be clearly indicated on the Z83 form. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The successful candidate will be required to sign a performance agreement within three months of appointment. Due to the anticipated high number of applications, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates. If you are not contacted within two months after the closing date, please consider your application unsuccessful. African males and persons with disabilities from all designated race groups are encouraged to apply. No subsistence and travel (S&T) payments will be made to candidates attending interviews. Applicants with foreign qualifications must have their qualifications evaluated by SAQA and provide proof of the evaluation where required. Failure to comply may result in the application not being considered. The Department reserves the right not to fill the post(s). Failure to comply with the above requirements will result in disqualification. (This Department is an equal opportunity and affirmative action employer committed to promoting representivity at all levels and across all occupational categories.)

CLOSING DATE : 23 October 2026

POST 36/198 : **ADMINISTRATIVE CLERK: SUPERVISOR: PATIENT ADMINISTRATION REF NO: STC04/2026 (X1 POST)**
This is a readvertisement, all those who previously applied are encouraged to re-apply

SALARY : R338 106 per annum. Other Benefits: 13th Cheque, Medical Aid (optional), Homeowner Allowance (subject to meeting prescribed requirements)

CENTRE : ST Chads CHC

REQUIREMENTS : Standard 10/ Grade 12. 3-5 years' experience in patient administration component. Knowledge, Skills, Training And Competencies Required**.** Extensive knowledge and experience in patient administration procedures. Sound knowledge of Public Finance Management Act, Treasury instruction, UPFS and handling of money. Supervisory and leadership skills. Organizing, planning and problem-solving skills. Interpersonal skills. Computer literacy.

DUTIES : Conduct employee's performance review and compile report. Supervise staff and ensure proper implementation of EPMDS. Ensure implementation of UPFS through proper assessment of patient. Develop implement and maintain patient administration systems and services for the CHC/Hospital to ensure quality standards are met. Assist with the collection and verification of patient related

information /statistics and the development of reports in support of accurate and timeous management reporting processes. Supervise and control the safekeeping of patient records and patient valuable. Develop, implement and monitor measures designated to optimize the collection of revenue. Ensure preparation and submission of financial reports/returns on monthly basis and perform month end /year and process. Develop, implement, monitor and review risk management plans. Participate in service delivery program. Develop, implement and monitor measures aimed at reducing waiting time. Implement discipline and guidance. Ensure effective efficient and economical utilization of resources allocated to the component including the development of staff.

ENQUIRIES : Mr S.L. Khoza Tel No: (036) 637 9600

APPLICATIONS : applications: applicants are advised to utilise courier services when sending their applications to: St Chads CHC, corner of Helpmekaar & Ezakheni main road, Ezakheni, 3381. or alternatively, applications can be sent by e-mail to: Antony.Jele@kznhealth.gov.za

FOR ATTENTION : The Human Resource Manager

NOTE : The following documents must be submitted: The advertisement of post must clearly spell out that the applicants for employment must submit fully completed latest Z83 form and detailed CV only. Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted candidates. Application for Employment From effective 01/02/2021, which is obtainable at any Government Department or from thewebsitewww.kznhealth.gov.za . The Reference Number must be indicated in the column provided on Z83, e.g. STC 10/2026. NB: Certified copies should not be older than six months. Failure to comply with the above instructions will disqualify applicants. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment**.** The appointment is subject to positive outcome obtained from State Security Service to the following checks (security clearance, credit records, qualifications, citizenship and previous employment experience). Please note that applications will not be acknowledged. Correspondence will be limited to short-listed candidates only. If you have not been contacted within three months after the closing date of advertisement, please accept that your application was unsuccessful. No applications will be considered if received after the closing date. The Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the institution. Applicants in possession of foreign qualifications must attach an evaluation certificate from the South African Qualifications Authority (SAQA). Please note that no S&T payments will be considered for payment to candidates who are invited for interviews. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the Department. Person with disabilities is encouraged to apply. Preference will be given to African Male

CLOSING DATE : 26 October 2026

POST 36/199 : **PROFESSIONAL NURSE GRADE 1–3 – GENERAL STREAM REF NO: PMMH 37/2026 (X4 POSTS)**
Component: Admission, Antenatal & Labour Ward

SALARY : Grade 1: R337 359 – R391 515 per annum
Grade 2: R411 978 – R478 116 per annum
Grade 3: R495 423 – R635 704 per annum
Other Benefits: Home Owner Allowance (conditions apply), 13th Cheque (conditions apply), Medical Aid (Optional), In- hospital Area Allowance (8% of basic salary)

CENTRE : Prince Mshiyeni Memorial Hospital

REQUIREMENTS : Basic R425 qualification (i.e. Diploma/ Degree in General Nursing and Midwifery) that allows registration with the 'South African Nursing Council' (SANC) as a Professional Nurse and Midwife. Current registration with the SANC (2026) Experience **Grade 1:** None Experience **Grade 2:** a minimum of 10 years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Experience **Grade 3:** a minimum of 20 years appropriate/ recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing Knowledge, Skills Training and Competencies Required: Knowledge of nursing

		care processes and procedures, nursing statutes, and other relevant legal frameworks. Nursing Act, Health Act, Occupational Health & Safety Act. Patient Rights Charter, Batho-Pele principles, Public Service Regulations, Labour Act, Disciplinary Code and Procedure, Grievance Procedure, etc. Good communication skills; Report writing skills Knowledge Management; Planning & Organizing; Computer Literacy.
DUTIES	:	Provide direction and supervision for the implementation of the nursing plan and quality patient care. Implement standards, practices, criteria and indicators for quality nursing care. Practise nursing and healthcare in accordance with laws and regulations relevant to nursing and healthcare. Maintain a constructive working relationship with nursing and other stakeholders. Utilise resources efficiently and effectively. Assist with relief duties of the supervisor and act as a shift leader on day and night duty when necessary. Provide appropriate nursing care to patients in the Admission, Antenatal and Labour Ward. Promote and advocate proper treatment and care, responding to patients' needs, requirements and expectations. Work as part of a multidisciplinary team to ensure nursing care that is cost-effective, equitable and efficient. NB: Must be prepared to work shift as per allocation; includes night shift, weekends and Public Holidays.
ENQUIRIES	:	Mrs R.M Abboo Tel No: (031) 907 8518
APPLICATIONS	:	Applications to be forwarded to: The Human Resource Manager OR Hand deliver to A-Block 1st Floor white applications box. Prince Mshiyeni Memorial Hospital, Private Bag X07, Mobeni, 4060. Applicants are encouraged to apply for posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs. Applications may alternatively be emailed to: Mxolisi.Mlambo@kznhealth.gov.za quoting reference number only in the subject line. Emailed applications should please be sent as one attachment.
FOR ATTENTION	:	Mr. M.F Mlambo
NOTE	:	Directions To Candidates: Applicants must submit a fully completed, initialled and signed Z83 form and a detailed CV only. All fields of Sections A, B, C and D of the Z83 must be completed in full. Due to the limited space on the Z83, applicants may indicate “refer to CV” or “see attached” in Sections E, F and G. However, the question relating to conditions that prevent re-appointment under Part F must be answered, and the declaration must be completed and signed. Only shortlisted candidates will be required to submit certified supporting documents and a Certificate of Service endorsed by Human Resources. Only the new Z83 Application for Employment form, effective from 01 January 2021, will be accepted. The form is available from any Government Department or from the KZN Department of Health or DPSA websites. The reference number and position applied for must be clearly indicated on the Z83 form. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate’s suitability based on the post’s technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The successful candidate will be required to sign a performance agreement within three months of appointment. Due to the anticipated high number of applications, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates. If you are not contacted within two months after the closing date, please consider your application unsuccessful. African males and persons with disabilities from all designated race groups are encouraged to apply. No subsistence and travel (S&T) payments will be made to candidates attending interviews. Applicants with foreign qualifications must have their qualifications evaluated by SAQA and provide proof of the evaluation where required. Failure to comply may result in the application not being considered. The Department reserves the right not to fill the post(s). Failure to comply with the above requirements will result in disqualification. (This Department is an equal opportunity and affirmative action employer committed to promoting representivity at all levels and across all occupational categories.)
CLOSING DATE	:	23 October 2026

POST 36/200	:	**PROFESSIONAL NURSE- GENERAL (GRADE1) REF NO: PSH 28/2026 (X3 POSTS)**
SALARY	:	Grade 1: R337 359 per annum, Plus 12% Rural Allowance. Other Benefits: 13th Cheque, Medical Aid (optional) and Housing Allowance (employee must meet prescribed requirements)
CENTRE	:	Port Shepstone Regional Hospital- (Various Wards)
REQUIREMENTS	:	Grade 12 / Matric or Equivalent. Diploma / Degree in General Nursing Science. Diploma / Degree in Midwifery Nursing Science. Current registration with SANC as General Nurse and Midwife / Accoucher. Current SANC receipt for 2026. Grade 1: No Experience Required. Knowledge, Skills, Training And Competencies Required: Demonstrate an understanding of nursing legislation and related legal and ethical nursing practices. Perform a clinical nursing practice in accordance with the scope of practice and nursing standards as determined by relevant health facility. Demonstrate effective communication with patients, supervisors, other clinicians including report writing when required. Work effectively, co-operatively and 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's needs, requirements and expectations.
DUTIES	:	To execute duties and functions with proficiency within prescripts of applicable legislation. Provision of quality patient care in a cost-effective and efficient manner. Implementation of policies and procedures, clinical guidelines and protocols and all other legislative requirements for the nursing professions. To participate in implementation of Quality Improvement Programmes, Infection Prevention and Control and occupational health and safety. Uphold Batho Pele Principles and Patients' Rights Charter. Provide a safe, therapeutic environment as laid down by the Nursing Act. Maintain accurate and complete patient records according to legal requirements. Exercise control over discipline, grievance and labour relation issues. Manage and supervise effective utilization of all resources e.g. Human, financial, material etc. Assist in orientation, induction and mentoring of all nursing staff. Assist with relief duties of the supervisor and act as a shift-leader on both day and night shifts when necessary.
ENQUIRIES	:	Mrs. M.C Maqutu Tel No: (039) 688 6117
APPLICATIONS	:	Applications should be posted / hand delivered to: The Human Resource Manager, Port Shepstone Hospital, Private Bag X5706, Port Shepstone, 4240. NB: Applicants are encouraged to utilise Courier Services/ S'thesha Waya Waya or e-mail to PSRH.Recruitment@kznhealth.gov.za (Copies should be submitted by shortlisted candidates only)
FOR ATTENTION	:	Mr. Z.M Zulu
NOTE	:	Detailed application for employment (Z83) and Curriculum Vitae. Certified copies – Must not be submitted when applying for employment. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. NB: Please note that due to financial constraints, there will be no payment of S&T Claims. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (criminal clearance, credit records, and citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Due to financial constraints, S&T claims will not be paid to candidates who attended interviews. The appointment is subject to positive outcome obtained from the NIA to the following checks: security clearance, credit records, qualification, citizenship and previous experience employment verifications.
CLOSING DATE	:	23 October 2026
POST 36/201	:	**PHARMACIST ASSISTANT (POST BASIC) REF NO: PMMH 39/2026 (X2 POSTS)** Component: Pharmacy Services
SALARY	:	Grade 1: R275 340 – R310 422 per annum Grade 2: R318 666 – R337 083 per annum

		Grade 3: R343 761 – R390 396 per annum Other Benefits: Home Owner Allowance (conditions apply) ,13th Cheque (conditions apply), Medical Aid (Optional).
CENTRE	:	Prince Mshiyeni Memorial Hospital
REQUIREMENTS	:	Grade 12 (Senior Certificate) or equivalent. Registration with the South African Pharmacy Council (SAPC) as a Pharmacist Assistant (Post Basic). Current registration with the South African Pharmacy Council (SAPC). Experience **Grade 1**: None. Experience **Grade 2**: A minimum of 5 years' appropriate/recognisable experience as a Pharmacist Assistant (Post Basic) after registration with the South African Pharmacy Council (SAPC) as a Pharmacist Assistant (Post Basic). Experience **Grade 3:** A minimum of 13 years' appropriate/recognisable experience as a Pharmacist Assistant (Post Basic) after registration with the South African Pharmacy Council (SAPC) as a Pharmacist Assistant (Post Basic). Knowledge, Skills Training And Competencies Required: Knowledge of the Pharmacy Act and Good Pharmacy Practice. Knowledge of pharmaceutical legislation and policies. Understanding of medicine supply management. Knowledge of stock control systems. Good communication and interpersonal skills. Computer literacy. Ability to work independently and under pressure. Planning and organisational skills. Ability to maintain confidentiality. Problem-solving and report-writing skills.
DUTIES	:	Assist in the provision of an efficient pharmaceutical service under the supervision of a pharmacist. Dispense medicines according to approved Standard Operating Procedures and within the scope of practice of a Pharmacist Assistant (Post Basic). Receive, store, issue and control pharmaceutical stock. Monitor stock levels and assist with stock ordering and stock rotation. Perform stock counts and assist with inventory management. Pack and distribute medicines to wards, clinics and departments. Maintain accurate pharmaceutical records and documentation. Ensure compliance with Good Pharmacy Practice and pharmaceutical legislation. Participate in quality improvement programmes and medicine management initiatives. Maintain cleanliness and organisation of the pharmacy and storage areas. Provide medicine information to healthcare professionals and patients within the scope of practice. Perform any other duties delegated by the Pharmacy Manager or supervising pharmacist.
ENQUIRIES	:	Ms T Mhlongo Tel No: (031) 907 8169
APPLICATIONS	:	Applications to be forwarded to: The Human Resource Manager OR Hand deliver to A-Block 1st Floor white applications box. Prince Mshiyeni Memorial Hospital, Private Bag X07, Mobeni, 4060. Applicants are encouraged to apply for posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs. Applications may alternatively be emailed to: Mxolisi.Mlambo@kznhealth.gov.za quoting reference number only in the subject line. Emailed applications should please be sent as one attachment.
FOR ATTENTION	:	Mr. M.F Mlambo
NOTE	:	Directions To Candidates: Applicants must submit a fully completed, initialled and signed Z83 form and a detailed CV only. All fields of Sections A, B, C and D of the Z83 must be completed in full. Due to the limited space on the Z83, applicants may indicate “refer to CV” or “see attached” in Sections E, F and G. However, the question relating to conditions that prevent re-appointment under Part F must be answered, and the declaration must be completed and signed. Only shortlisted candidates will be required to submit certified supporting documents and a Certificate of Service endorsed by Human Resources. Only the new Z83 Application for Employment form, effective from 01 January 2021, will be accepted. The form is available from any Government Department or from the KZN Department of Health or DPSA websites. The reference number and position applied for must be clearly indicated on the Z83 form. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate’s suitability based on the post’s technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The successful candidate will be required to sign a performance agreement within three months of appointment. Due to the anticipated high number of applications, applications will not be acknowledged. Correspondence will be limited to shortlisted

candidates. If you are not contacted within two months after the closing date, please consider your application unsuccessful. African males and persons with disabilities from all designated race groups are encouraged to apply. No subsistence and travel (S&T) payments will be made to candidates attending interviews. Applicants with foreign qualifications must have their qualifications evaluated by SAQA and provide proof of the evaluation where required. Failure to comply may result in the application not being considered. The Department reserves the right not to fill the post(s). Failure to comply with the above requirements will result in disqualification. (This Department is an equal opportunity and affirmative action employer committed to promoting representivity at all levels and across all occupational categories.)

CLOSING DATE : 23 October 2026

POST 36/202 : **ARTISAN PRODUCTION: PLUMBER REF NO: STC03/2026 (X1 POST)**
This is a readvertisement, all those who previously applied are encouraged to re-apply

SALARY : R253 341 per annum. Other Benefits: 13th Cheque, Medical Aid (optional), Homeowner Allowance (subject to meeting prescribed requirements)

CENTRE : ST Chads CHC

REQUIREMENTS : Standard 10/ Grade 12 certificate. Appropriate Trade Test Certificate in terms of section 13(9)(2)(h) of the Manpower Act of 1981 as amended. Valid Driver's License. A minimum of 0-2 years' experience as a Plumber in an appropriate field**.** Knowledge, Skills, Training and Competencies Required. Knowledge of Occupational Health and Safety and safety standards. Knowledge of basic maintenance and repair of broken pipes. Knowledge of safety systems of work. Ability to work independently. Ability to work under pressure. Good communication skills (both verbal and written). Knowledge of Batho Pele principles.

DUTIES : Installation, repairs and maintenance of high pressure and low-pressure geysers. Installation and repairs to toilets, urinals and other ablutions facilities such as shower and baths etc. installation and repairs to water and sewerage reticulation system. Clear blocked drains, gutters, down pipes, wastewater lines and branch lines. Take and record water supply readings daily. Maintenance on fire hose main supply, fire hose and fire hydrants. Daily reporting of faults, job progress and daily completion of job progress and daily completion of job card/ time sheets as per auditor's instruction. Be prepared to visit primary health care clinics to perform maintenance duties when required. Installation of gutters and down pipes and galvanized pipes. Compile and submit reports, provide input on the compilation of technical reports. Deputize Artisan Foreman when required to do so. Form part of multi-disciplinary team doing rounds in the CHC and clinics and necessary steps to fix all identified shortfalls. Be prepared to work overtime and standby duties. To take necessary steps to fix all identified shortfalls. To take responsibility for in-house training and advancement of subordinates. To perform standby duties and after hours call outs. To supervise handyman and assist other tradesman aid when requested to do so by maintenance supervisor. Preference will be given to African Male

ENQUIRIES : Mr S.L. Khoza Tel No: (036) 637 9600

APPLICATIONS : applications: applicants are advised to utilise courier services when sending their applications to: St Chads CHC, corner of Helpmekaar & Ezakheni main road, Ezakheni, 3381. or alternatively, applications can be sent by e-mail to: Antony.Jele@kznhealth.gov.za

FOR ATTENTION : The Human Resource Manager

NOTE : The following documents must be submitted: The advertisement of post must clearly spell out that the applicants for employment must submit fully completed latest Z83 form and detailed CV only. Copies of certified qualifications and other relevant documents will be requested for submission from shortlisted candidates. Application for Employment From effective 01/02/2021, which is obtainable at any Government Department or from thewebsitewww.kznhealth.gov.za . The Reference Number must be indicated in the column provided on Z83, e.g. STC 10/2026. NB: Certified copies should not be older than six months. Failure to comply with the above instructions will disqualify applicants. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic

requirements and the other must be an integrity (ethical conduct) assessment**.** The appointment is subject to positive outcome obtained from State Security Service to the following checks (security clearance, credit records, qualifications, citizenship and previous employment experience). Please note that applications will not be acknowledged. Correspondence will be limited to short-listed candidates only. If you have not been contacted within three months after the closing date of advertisement, please accept that your application was unsuccessful. No applications will be considered if received after the closing date. The Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the institution. Applicants in possession of foreign qualifications must attach an evaluation certificate from the South African Qualifications Authority (SAQA). Please note that no S&T payments will be considered for payment to candidates who are invited for interviews. This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the Department. Person with disabilities is encouraged to apply.

CLOSING DATE : 26 October 2026

POST 36/203 : **STAFF NURSE REF NO: PMMH 40/2026 (X4 POSTS)**
Component: Various Nursing Components

SALARY : Grade 1: R229 440 – R256 671.per annum
Grade 2: R272 778 – R306 294.per annum
Grade 3: R319 071 – R391 515 per annum
Other Benefits: Home Owner Allowance (conditions apply), 13th Cheque (conditions apply), Medical Aid (Optional)

CENTRE : Prince Mshiyeni Memorial Hospital

REQUIREMENTS : Grade 12 Certificate. Enrolled Nurse Certificate. Current registration with the South African Nursing Council (SANC) 2026 as a Staff Nurse. Experience **Grade 1**: None. Experience **Grade 2:** A minimum of 10 years appropriate/recognizable experience in nursing after registration with the SANC as Staff Nurse. Experience **Grade 3**: A minimum of 20 years appropriate/recognizable experience in nursing after registration with the SANC as Staff Nurse. Knowledge, Skills Training and Competencies Required: Knowledge of Public Service policies, Acts, Regulations, Code of Conduct, Labour Relations Act, Batho Pele principles and Patients' Rights Charter. Knowledge of SANC rules and regulations. Knowledge of nursing care processes and procedures. Good communication, writing and interpersonal skills. Ability to function effectively as part of a multidisciplinary team. Basic computer literacy. Ability to provide basic nursing care within the scope of practice. Ability to observe, identify and report changes in patients' conditions. Ability to maintain accurate nursing records and reports.

DUTIES : Provide basic nursing care to patients in accordance with the scope of practice. Assist Professional Nurses with patient care and nursing procedures. Maintain patient hygiene, comfort, dignity and safety. Observe and report changes in patients' conditions to the Professional Nurse. Assist with admission, transfer and discharge of patients. Maintain accurate patient records and reports. Ensure compliance with Infection Prevention and Control and Occupational Health and Safety practices. Assist with the effective utilisation resources. Participate in patient and staff education as directed. Work as part of a multidisciplinary team to ensure quality patient care. Maintain professional growth and comply with ethical standards and the relevant Code of Conduct. NB: Must be prepared to work shifts as per allocation; this includes night shift, weekends and Public Holidays. The successful candidate may be required to rotate to or be deployed to other nursing components within the institution as and when operationally required.

ENQUIRIES : Mrs R.M Abboo Tel No: (031) 907 8518

APPLICATIONS : Applications to be forwarded to: The Human Resource Manager OR Hand deliver to A-Block 1st Floor white applications box. Prince Mshiyeni Memorial Hospital Private Bag X07, Mobeni, 4060. Applicants are encouraged to apply for posts through the online e-Recruitment system at www.kznonline.gov.za/kznjobs. Applications may alternatively be emailed to: Mxolisi.Mlambo@kznhealth.gov.za quoting reference number only in the subject line. Emailed applications should please be sent as one attachment.

FOR ATTENTION : Mr. M.F Mlambo

NOTE : Directions To Candidates: Applicants must submit a fully completed, initialled and signed Z83 form and a detailed CV only. All fields of Sections A, B, C and D of the Z83 must be completed in full. Due to the limited space on the Z83, applicants may indicate “refer to CV” or “see attached” in Sections E, F and G. However, the question relating to conditions that prevent re-appointment under Part F must be answered, and the declaration must be completed and signed. Only shortlisted candidates will be required to submit certified supporting documents and a Certificate of Service endorsed by Human Resources. Only the new Z83 Application for Employment form, effective from 01 January 2021, will be accepted. The form is available from any Government Department or from the KZN Department of Health or DPSA websites. The reference number and position applied for must be clearly indicated on the Z83 form. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate’s suitability based on the post’s technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The successful candidate will be required to sign a performance agreement within three months of appointment. Due to the anticipated high number of applications, applications will not be acknowledged. Correspondence will be limited to shortlisted candidates. If you are not contacted within two months after the closing date, please consider your application unsuccessful. African males and persons with disabilities from all designated race groups are encouraged to apply. No subsistence and travel (S&T) payments will be made to candidates attending interviews. Applicants with foreign qualifications must have their qualifications evaluated by SAQA and provide proof of the evaluation where required. Failure to comply may result in the application not being considered. The Department reserves the right not to fill the post(s). Failure to comply with the above requirements will result in disqualification. (This Department is an equal opportunity and affirmative action employer committed to promoting representivity at all levels and across all occupational categories.)

CLOSING DATE : 23 October 2026

DEPARTMENT OF SOCIAL DEVELOPMENT

APPLICATIONS : Direct or hand deliver applications for all advertised posts to the address as indicated below: -Head Office: Department of Social Development, Private Bag X9144, Pietermaritzburg, 3200 or hand deliver to 174 Mayors Walk Road, Pietermaritzburg, 3200 OR apply online using https://www.eservices.gov.za (STHESHA WAYA WAYA).

FOR ATTENTION : Mrs. PN Mkhize

CLOSING DATE : 23 October 2026

NOTE : The content of this circular must without delay be brought to the attention of all potential applicants. Applications must be forwarded to the relevant address. Applications must indicate the reference number of the post applied for and the Centre using a new Z83 form (which must be completed in a manner that allows a selection committee to assess the quality of the candidate based on the information provided in the form. It is therefore prudent that fields be completed by applicants and the form must be signed noting the importance of the declaration) which is effective from 01 January 2021 obtainable from any Public Service Department and should be accompanied by a detailed/comprehensive Curriculum Vitae. NB: Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the fully completed Z83 and a detailed curriculum Vitae. Only shortlisted candidates will be required to submit certified documents on or before the date of the interview following communication from Human Resources. The Department is an Equal Opportunity Affirmative Action employer and is committed to empowering people with disabilities and the Department will implement employment equity sector targets. Appointment is subject to a positive outcome obtained on the following Personnel Suitability Checks (Security Clearance, Citizenship, qualification verification, criminal records, credit records and previous employment). The employment is subject to signing the employment contract, annual performance agreement and to

disclose financial interests in accordance with relevant prescripts. Other shortlisted candidates, including SMS will undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment and Failure to comply with any of the above instructions will result in immediate disqualification. If the applicant has not been contacted within three (3) months after the closing date must accept that his / her application was not successful. Regrettably due to excessive budget cuts the Department cannot meet any travel and subsistence costs relating to the recruitment process for the shortlisted candidates. It is regretted that due to large volumes of applications anticipated to be received, it is not possible for the Department to acknowledge receipt of the same and that only those applicants that participate in the final selection processes (interviews) will be notified of the outcome.

OTHER POSTS

POST 36/204 : **SERVICE OFFICE MANAGER (X4 POSTS)**

SALARY : R1 101 468 per annum (Level 12), (all-inclusive package)
CENTRE : uMuziwabantu Service Office: uGu District Ref No: DSD01/08/2026UMuziwabantu
Babanango Service Office: Zululand District Ref No: DSD02/08/2026Babanango
KwaSani Service Office: Harry Gwala District Ref No: DSD03/08/2026KwaSani
Bergville Service Office: uThukela District Ref No: DSD04/08/2026Bergville
REQUIREMENTS : Bachelor's Degree (NQF Level 7) in Social Work. Registration with the South African Council for Social Services Professions as a Social Worker. Only Shortlisted candidates will submit proof of current registration with the South African Council for Social Services Profession as a Social Worker. A valid driver's license. A minimum of 3 years junior managerial experience in social services environment. Knowledge: Constitution of the Republic of South Africa, Social Welfare and Community Development Legislation, Policies, Norms and Standards, Public Service Act, Public Service Regulations, Public Finance Management Act, Treasury Regulations, Organizational behaviour analysis, Strategic business management, Employee Performance Management and Development System, Legislation pertaining to Social Welfare Service Delivery, Understanding of SASSA functions, Social dynamics of KwaZulu-Natal communities, knowledge of HR Management, Labour Relations Act, Service Delivery Frameworks, Public Participation, Community Outreach. Skills: Communication, Interpersonal Relations, Report Writing, Financial Management, Change Management, Time management, Project Management, Leadership, Diversity management, Decision Making, Counselling, Service Delivery Innovation, Client orientation and client focus, presentation and facilitation, problem solving and analysis, conflict resolution, Driving, interviewing, computer literacy, numeracy and language skill.
DUTIES : Provide Social Welfare Services; Provide Community Development Services; Ensure the provision of corporate support services; Ensure the implementation of Departmental policies and other relevant legislation in the day-to-day running of the component; Manage resources of the Service Office.
ENQUIRIES : Ms TFP Khuzwayo Tel No: (039) 682 7506 uGu District
Ms NHP Khanyile Tel No: (035) 874 8506 Zululand District
Ms TN Nkosi Tel No: (039) 259 7027 Harry Gwala District
Mrs NP Mhlongo Tel No: (034) 299 7578 uThukela District

POST 36/205 : **SOCIAL WORK MANAGER: QUALITY ASSURANCE REF NO: DSD05/08/2026ETH SOUTH**

SALARY : Grade 1: R1 009 512 per annum, (all-inclusive package)
CENTRE : eThekwini South District Office
REQUIREMENTS : Qualifications: Bachelor's Degree (NQF Level 7) in Social Work. Registration with the South African Council for Social Services Professions as a Social Worker. Only Shortlisted candidates will submit proof of current registration with the South African Council for Social Services Profession as a Social Worker. A valid driver's license. A minimum of 10 years' experience in Social Work after registration as a Social Worker with SACSSP. Knowledge: Constitution of the Republic of South Africa, Public Service Act, Public Service

Regulations, Labour Relations Act, Research Methodology, Public Finance Management Act, Treasury Regulations, Employee Performance Management and Development System, Expert skills to challenge structural sources of poverty, inequality, oppression, discrimination and exclusion, Expert knowledge and understanding of human behaviour and social systems and skills to intervene at the points where people interact with their environment in order to promote social wellbeing, The understanding and ability to provide complex social work services towards protecting people who are vulnerable, at-risk and unable to protect themselves, The ability and competence to assist and empower individuals, families, groups, organizations and communities to enhance their social functioning and their problem solving capabilities, prevent and alleviate distress and use resources effectively in cases where expert knowledge is required. Skills: Communication, Language, Interpersonal relations, Computer literacy, Research, Problem Solving, Advanced Report writing, Conflict management, Time Management, Advanced welfare counselling, Analytical thinking, Presentation, Financial Management, Numeracy, Driving.

DUTIES : Provide a social work service of the highest, most advanced and specialized nature within (a) defined area(s) of specialization regarding the care, support, protection and development of vulnerable individuals, groups, families and communities through the relevant programmes in partnership with stakeholders. Facilitate the development and planning of programmes and interventions to render a social work service through the efficient, economical and effective utilization of financial resources. Manage a social work unit to ensure that an efficient and effective social work service is delivered through the efficient and effective utilization of human resources; Keep up to date with new developments in the social work field to enhance service delivery. Plan and ensure that social work research and development are undertaken. Perform and/ or ensure that all the administrative functions required in the unit are performed

ENQUIRIES : Ms NC Gebashe Tel No: (031) 336 8776 eThekwini South District

POST 36/206 : **SOCIAL WORK MANAGER: SOCIAL WELFARE SERVICES (X2 POSTS)**

SALARY : Grade 1: R1 009 512 per annum, (all-inclusive package)

CENTRE : iLembe District Ref No: DSD 06/08/2026ILembe
King Cetshwayo District Ref No: DSD07/08/2026King Cetshwayo

REQUIREMENTS : Qualifications: Bachelor's Degree (NQF Level 7) in Social Work. Registration with the South African Council for Social Services Professions as a Social Worker. Only Shortlisted candidates will submit proof of current registration with the South African Council for Social Services Profession as a Social Worker. A valid driver's license. A minimum of 10 years' experience in Social Work after registration as a Social Worker with SACSSP. Knowledge: Constitution of the Republic of South Africa, Public Service Act, Public Service Regulations, Labour Relations Act, Research Methodology, Public Finance Management Act, Treasury Regulations, Employee Performance Management and Development System, Expert skills to challenge structural sources of poverty, inequality, oppression, discrimination and exclusion, Expert knowledge and understanding of human behaviour and social systems and skills to intervene at the points where people interact with their environment in order to promote social wellbeing, The understanding and ability to provide complex social work services towards protecting people who are vulnerable, at-risk and unable to protect themselves, The ability and competence to assist and empower individuals, families, groups, organizations and communities to enhance their social functioning and their problem solving capabilities, prevent and alleviate distress and use resources effectively in cases where expert knowledge is required. Skills: Communication, Language, Interpersonal relations, Computer literacy, Research, Problem Solving, Advanced Report writing, Conflict management, Time Management, Advanced welfare counselling, Analytical thinking, Presentation, Financial Management, Numeracy, Driving.

DUTIES : Provide a social work service of the highest, most advanced and specialized nature within (a) defined area(s) of specialization with regard to the care, support, protection and development of vulnerable individuals, groups, families and communities through the relevant programmes in partnership with stakeholders. Facilitate the development and planning of programmes and interventions to render a social work service through the efficient, economical

and effective utilization of financial resources. Manage a social work unit to ensure that an efficient and effective social work service is delivered through the efficient and effective utilization of human resources. Keep up to date with new developments in the social work field to enhance service delivery. Plan and ensure that social work research and development are undertaken. Perform and/ or ensure that all the administrative functions required in the unit are performed.

ENQUIRIES : Ms SH Mfeka Tel No: (031) 336 8727 iLembe District
Ms NW Dludla Tel No: (035) 794 5018 King Cetshwayo District

POST 36/207 : **DEPUTY DIRECTOR: AUXILIARY SERVICES REF NO: DSD08/08/2026HO**

SALARY : R932 292 per annum (Level 11), (all-inclusive package)
CENTRE : Head Office
REQUIREMENTS : Qualifications: National Diploma (NQF Level 6) in Public Management, Public Administration, Business / Operations Management, Facilities Management and Logistics Management. A minimum of 3 years' experience at junior management level managing multiple operational support functions including auxiliary services, facilities/operations, logistics, fleet and transport, records and information, public-sector administration and/or government operational support services. A valid driver's license. Knowledge: Public Sector Governance and Financial Management (the Constitution of the Republic of South Africa, Public Service Act, Public Service Regulations, Public Finance Management Act, Treasury Regulations, POPIA, PAIA, Occupational Health and Safety Act, government policies, budgeting and expenditure management), Records and Information Management (National Records Services & Achieves Act, Electronic records management, Information governance and compliance, Digital transformation practices, record security, Fleet, Facilities and rental management (fleet/transport, office / rental, cleaning and hygiene, telecommunications, and support services), Contract, Risk and Service Provider management, Operational performance and business improvement., Document Management, Employee Performance Management and Development System. Skills: Strategic and operations management, Financial, contract and risk management, Analytical, problem solving and performance management, Leadership, communication and stakeholder management, Digital, change and service delivery management, Computer literacy and Project management.

DUTIES : Manage the provision of records and information management services; Develop and implement records and information Classification System in line with the Provisions of National Records Services & Archives Act; Implement systematic disposal programme for Departmental records; Manage digital transformation in records and information management; Manage the provision of the office and auxiliary services; Manage the provision of fleet management; Develop policies and strategies aimed at improving service delivery; Manage Resources of the Sub- Directorate.

ENQUIRIES : Mrs PT Zondi Tel No: (033) 264 2051 Head Office

POST 36/208 : **ASSISTANT DIRECTOR: COMMUNITY DEVELOPMENT: INSTITUTIONAL CAPACITY BUILDING AND SUPPORT FOR NPO REF NO: DSD09/08/2026ZULULAND**

SALARY : Grade 1: R626 454 per annum
CENTRE : Zululand District
REQUIREMENTS : Qualifications: Bachelor's Degree (NQF Level 7) in Community Development/Development Studies/ Social Science. A minimum of 8 years' experience in Community Development after obtaining the required qualification. Knowledge: - Constitution for the Republic of South Africa, Public Service Act, Public Service Regulations, Labour Relations Acts, Research Methodology, Public Finance Management Act, Treasury Regulations, National Development Plan, Provincial Growth and Development Plan, Knowledge of legislation for local government, Knowledge of Integrated Development Planning, Knowledge and understanding of individual and group behaviour, its inter-relations within community structures, dynamics of the community and current legislation to enable interventions, Ability and competence to manage community development structures and projects, The ability to influence individuals and groups to participate in their own self-empowerment ventures, Employee Performance Management and Development System. Skills: -

Problem-solving, Computer literacy, Communication, Complex research, Financial management, Presentation skills, Project management, Policy formulation and implementation, Driving skills and Numeracy.

DUTIES : Coordinate the identification, facilitation and implementation of integrated development interventions in partnership with other relevant stakeholders through the efficient, effective and economical utilization of resources by the service delivery areas; Coordinate and manage an Institutional Capacity Building services delivery areas to ensure that and efficient and effective community development service is delivered through the proper utilization of human, financial and physical resources; Keep up to date with new developments in the Institutional Capacity Building and management fields to enhance service delivery, Plan and ensure that research on Institutional Capacity Building is undertaken.

ENQUIRIES : Ms NHP Khanyile Tel No: (035) 874 8506 Zululand District

POST 36/209 : **SOCIAL WORK SUPERVISOR REF NO: DSD010/08/2026EMNAMBITHI**

SALARY : Grade 1: R496 668 per annum
CENTRE : Emnambithi Service Office: uThukela District
REQUIREMENTS : Qualifications: Bachelor's Degree (NQF Level 7) in Social Work. Registration with the South African Council for Social Services Professions as a Social Worker. Only Shortlisted candidates will submit proof of current registration with the South African Council for Social Services Profession as a Social Worker. A valid driver's license. A minimum of 07 years' experience in Social Work after registration as a Social Worker with the SACSSP. Knowledge:- Public Service Act, Public Service Regulations, Batho-Pele principles, Knowledge and understanding of human behaviour and social systems, The ability and competence to assist, develop, advocate for, and empower individuals, families, groups, organizations and communities to enhance their functioning and their problem solving capabilities, The ability to promote, restore, maintain, advocate for, and enhance the functioning of individual, families, groups, and communities by enabling them to accomplish tasks, prevent and alleviate distress and use resources effectively, The understanding and ability to provide social services towards protecting people who are vulnerable, at risk and unable to protect themselves, The ability to mentor and coach Social Workers Grade1, Employee Performance and Management Development System. Skills: - Communication, Listening skills, Interpersonal relations, Computer literacy, Research, Problem Solving, Advanced Report writing, Time Management, Presentation, Facilitation, Counselling, Numeracy, Language, driving.

DUTIES : Ensure that a social work service with regard to the care, support, protection and development of vulnerable individuals, groups, families and communities through relevant programmes is rendered, Supervise and advise Social Workers, Social Auxiliary Workers and Student Social Workers to ensure an effective social work service, Keep up to date with the new developments in the social work field, Supervise all administrative functions required in the unit and undertake the higher – level administrative functions.

ENQUIRIES : Mrs NP Mhlongo Tel No: (034) 299 7578, uThukela District

POST 36/210 : **SOCIAL WORKER: CARE AND FAMILIES: GRADE 3 REF NO: DSD11/08/2026ILEMBE**

SALARY : Grade 3: R496 668 per annum
CENTRE : iLembe District
REQUIREMENTS : Qualifications: Bachelor's Degree (NQF Level 7) in Social Work. Registration with the South African Council for Social Services Profession as a Social Worker. Only Shortlisted candidates will submit proof of current registration with the South African Council for Social Services Profession as a Social Worker. A minimum of 20 years' appropriate experience in Social Work after registration as a Social Worker with SACSSP; A Valid driver's license. Knowledge: Constitution of the Republic of South Africa; Public Service Act; Public service Regulations; Batho-Pele principles; Labour Relations; Research Methodology; Public Finance Management Act; Treasury Regulations; Knowledge and understanding of human behaviour and social systems; The ability and competence to assist; develop; advocate for; and empower individuals; families; groups; organizations and communities to enhance their functioning and their problem solving capabilities; The ability to promote;

restore; maintain; advocate for; and enhance the functioning of individuals; families; groups; and communities by enabling them to accomplish tasks; prevent and alleviate distress and use resources effectively; The understanding and ability to provide social services towards protecting people who are vulnerable; at risk and unable to protect themselves; The ability to mentor and coach Social Workers Grade 1; Employee Performance Management and Development System. Skills: Communication (written and verbal); Listening; Interpersonal; Computer Literacy; Research; Problem solving; Report writing; Time management; Presentation; Facilitation; Counselling; Numeracy; Language and Driving.

DUTIES : Render a social service with regard to the care, support, protection and development of vulnerable individuals, groups, families and communities through the relevant programmes; Support Services Offices and Non-Profit Organisations (NPO's); Keep up to date with new developments in the social work and Social Welfare fields of probation services; Perform all the administrative functions require of the jobs.

ENQUIRIES : Ms SH Mfeka Tel No: (031) 336 8727, iLembe District

POST 36/211 : **SOCIAL WORKER: CHILD PROTECTION SERVICES: GRADE 3 REF NO: DSD12/08/2026UMZINYATHI**

SALARY : Grade 3: R496 668 per annum
CENTRE : uMzinyathi District
REQUIREMENTS : Qualifications: Bachelor's Degree (NQF Level 7) in Social Work. Registration with the South African Council for Social Services Profession as a Social Worker. Only Shortlisted candidates will submit proof of current registration with the South African Council for Social Services Profession as a Social Worker. A minimum of 20 years' appropriate experience in Social Work after registration as a Social Worker with SACSSP; A Valid driver's license. Knowledge: Constitution of the Republic of South Africa; Public Service Act; Public service Regulations; Batho-Pele principles; Labour Relations; Research Methodology; Public Finance Management Act; Treasury Regulations; Knowledge and understanding of human behaviour and social systems; The ability and competence to assist; develop; advocate for; and empower individuals; families; groups; organizations and communities to enhance their functioning and their problem solving capabilities; The ability to promote; restore; maintain; advocate for; and enhance the functioning of individuals; families; groups; and communities by enabling them to accomplish tasks; prevent and alleviate distress and use resources effectively; The understanding and ability to provide social services towards protecting people who are vulnerable; at risk and unable to protect themselves; The ability to mentor and coach Social Workers Grade 1; Employee Performance Management and Development System. Skills: Communication (written and verbal); Listening; Interpersonal; Computer Literacy; Research; Problem solving; Report writing; Time management; Presentation; Facilitation; Counselling; Numeracy; Language and Driving.

DUTIES : Render a social service with regard to the care, support, protection and development of vulnerable individuals, groups, families and communities through the relevant programmes; Support Services Offices and Non-Profit Organisations (NPO's); Keep up to date with new developments in the social work and Social Welfare fields of probation services; Perform all the administrative functions require of the jobs. in the social work and Social Welfare fields perform all the administrative functions required of the jobs.

ENQUIRIES : Ms RZ Sibisi Tel No: (034) 299 7550 uMzinyathi District

POST 36/212 : **SOCIAL WORKER: HIV & AIDS SUPPORT: GRADE 3 REF NO: DSD13/08/2026AMAJUBA**

SALARY : Grade 3: R496 668 per annum
CENTRE : Amajuba District
REQUIREMENTS : Qualifications: Bachelor's Degree (NQF Level 7) in Social Work. Registration with the South African Council for Social Services Profession as a Social Worker. Only Shortlisted candidates will submit proof of current registration with the South African Council for Social Services Profession as a Social Worker. A minimum of 20 years' appropriate experience in Social Work after registration as a Social Worker with SACSSP; A Valid driver's license. Knowledge: Constitution of the Republic of South Africa; Public Service Act;

Public service Regulations; Batho-Pele principles; Labour Relations; Research Methodology; Public Finance Management Act; Treasury Regulations; Knowledge and understanding of human behaviour and social systems; The ability and competence to assist; develop; advocate for; and empower individuals; families; groups; organizations and communities to enhance their functioning and their problem solving capabilities; The ability to promote; restore; maintain; advocate for; and enhance the functioning of individuals; families; groups; and communities by enabling them to accomplish tasks; prevent and alleviate distress and use resources effectively; The understanding and ability to provide social services towards protecting people who are vulnerable; at risk and unable to protect themselves; The ability to mentor and coach Social Workers Grade 1; Employee Performance Management and Development System. Skills: Communication (written and verbal); Listening; Interpersonal; Computer Literacy; Research; Problem solving; Report writing; Time management; Presentation; Facilitation; Counselling; Numeracy; Language and Driving.

DUTIES : Render a social service with regard to the care, support, protection and development of vulnerable individuals, groups, families and communities through the relevant programmes; Support Services Offices and Non-Profit Organisations (NPO's); Keep up to date with new developments in the social work and Social Welfare fields of probation services; Perform all the administrative functions require of the jobs. in the social work and Social Welfare fields perform all the administrative functions required of the jobs.

ENQUIRIES : Ms ZB Mdlalose Tel No:(034) 317 1254, Amajuba District

POST 36/213 : **SOCIAL WORKER: OLDER PERSONS: GRADE 3 REF NO: DSD14/08/2026ZULULAND**

SALARY : Grade 3: R496 668 per annum
CENTRE : Zululand District
QUIREMENTS : Qualifications: Bachelor's Degree (NQF Level 7) in Social Work. Registration with the South African Council for Social Services Profession as a Social Worker. Only Shortlisted candidates will submit proof of current registration with the South African Council for Social Services Profession as a Social Worker. A minimum of 20 years' appropriate experience in Social Work after registration as a Social Worker with SACSSP; A Valid driver's license. Knowledge: Constitution of the Republic of South Africa; Public Service Act; Public service Regulations; Batho-Pele principles; Labour Relations; Research Methodology; Public Finance Management Act; Treasury Regulations; Knowledge and understanding of human behaviour and social systems; The ability and competence to assist; develop; advocate for; and empower individuals; families; groups; organizations and communities to enhance their functioning and their problem solving capabilities; The ability to promote; restore; maintain; advocate for; and enhance the functioning of individuals; families; groups; and communities by enabling them to accomplish tasks; prevent and alleviate distress and use resources effectively; The understanding and ability to provide social services towards protecting people who are vulnerable; at risk and unable to protect themselves; The ability to mentor and coach Social Workers Grade 1; Employee Performance Management and Development System. Skills: Communication (written and verbal); Listening; Interpersonal; Computer Literacy; Research; Problem solving; Report writing; Time management; Presentation; Facilitation; Counselling; Numeracy; Language and Driving.

DUTIES : Render a social service with regard to the care, support, protection and development of vulnerable individuals, groups, families and communities through the relevant programmes; Support Services Offices and Non-Profit Organisations (NPO's); Keep up to date with new developments in the social work and Social Welfare fields of probation services; Perform all the administrative functions require of the jobs. in the social work and Social Welfare fields perform all the administrative functions required of the jobs.

ENQUIRIES : Ms NHP Khanyile Tel No: (035) 874 8506, Zululand District

POST 36/214 : **ASSISTANT DIRECTOR: PROVINCIAL PLANNING AND REPORTING REF NO: DSD16/08/2026HO**

SALARY : R487 197 per annum (Level 09)
CENTRE : Head Office

REQUIREMENTS : Qualifications: National Diploma (NQF Level 6) in Management/ Public Administration/ Public Management/ Business Management / Strategic Management. A valid driver's license. A minimum of 3 years experience in the field of strategy planning or policy coordination or monitoring and evaluation or administration. Knowledge: The Constitution for the Republic of South Africa, Public Finance Management Act, Public Service Act & Regulations, Labour Relations Act and relevant regulations, Intergovernmental Relations Framework Act, Revised Framework for Strategic Plans, National Development Plan, Medium- Term Development Plan, KwaZulu Natal Medium-Term Development Plan Implementation Framework, National Policy Development Framework, Government-Wide Monitoring and Evaluation, Framework for Managing Programme Performance Information, National Evaluation Policy Framework. Skills: Strategic thinking and planning, Analytical thinking, Financial Management, Project Management, Change Management, Communication, Facilitation, Presentation, Stakeholder Engagement, Research, Report writing, People management, and Driving.

DUTIES : Coordinate the development and implementation of medium-term, planning frameworks, guidelines and tools; Coordinate the alignment of annual departmental plans with and progress reports with Social Development Sector-specific priorities and policy directives; Coordinate the alignment of annual departmental plans and progress reports with KZN Provincial Priorities and policy directives; Provide advice, guidance and input to policy; Manage resources of the Division

ENQUIRIES : Mr PR Madela Tel No: (033) 264 5411, Head Office

POST 36/215 : **ASSISTANT DIRECTOR: FINANCIAL PLANNING REF NO: DSD17/08/2026HO**

SALARY : R487 197 per annum (Level 09)
CENTRE : Head Office
REQUIREMENTS : Qualifications: Bachelor's Degree (NQF Level 7) in Financial Management or Accounting. A valid driver's license. A minimum of 3 - 5 years' administrative experience in Financial Management environment. Knowledge: Constitutional of the Republic of South Africa, Basic Accounting System, Financial handbook, Public Finance Management Act, Treasury Regulations, Public Service Regulations, Public Service Act, Human Resources, Procurement Directives, Employee Performance Management and Development System. Skills: Communication, Report writing, Computer Literacy, Interpersonal relations, Problem solving, Financial Management, Time Management, Driving.

DUTIES : Coordinate the implementation of financial strategic planning. Compile monthly management accounts. Provide support in conducting medium- and long-term financial planning in line with mid-term expenditure framework (MTEF) processes. Provide in year and annual reporting, Provide financial and operational information. Provide advice and guidance and input to policy. Manage resources of the Division.

ENQUIRIES : Mrs SD Mpanza Tel No: (033) 264 5412, Head Office

POST 36/216 : **COMMUNITY DEVELOPMENT SUPERVISOR REF NO: DSD15/08/2026MADADENI**

SALARY : Grade 1: R471 330 per annum
CENTRE : Madadeni Service Office: Amajuba District
REQUIREMENTS : Qualifications: Bachelor's Degree (NQF Level 7) in Community Development/Development Studies/Social Science, A valid driver's license. A minimum of 7 years recognizable experience in Community Development after obtaining the required qualification. Knowledge: Constitution of the Republic of South Africa, Public Service Act, Public Service Regulations , Public Finance Management Act, Treasury Regulations , Basic Conditions of Employment Act, Batho-Pele principles ,Knowledge and understanding of human behaviour and social system and legislation to assist with interventions at the point where people interact with their environments in order to promote self-empowerments , Ability and competence to coordinate community development structures , Understanding of social dynamics of communities , Employee Performance Management and Development System. Skills: Planning and organizing, Communication (verbal and written), Financial management, Interpersonal, Presentation, Monitoring and evaluation, People management, Project

management, Research and report writing, Problem solving, Computer literacy, Numeracy, Language, Driving.

DUTIES : Supervise the identification, facilitation and implementation of integrated community development interventions in partnership with the community and other relevant stakeholders and to assist employees engaged in this function by resolving problems; Supervise and support community development practitioners to ensure that there are communication and co-ordination with all relevant role players, internal and external (e.g. in Departments/Provinces, NGO's, local community structures and faith-based organizations) to facilitate intersectional collaboration, integrated planning and the establishment of partnerships to ensure sustainability of development activities within the community; Supervise and guide community development practitioners to enhance their performance on community development and to perform administrative support on community development and related activities; Keep up to date with new developments in community development field to enhance service delivery; Supervise and advise community development practitioners to ensure an efficient and effective service.

ENQUIRIES : Ms ZB Mdlalose Tel No: (034) 317 1254, Amajuba District

POST 36/217 : **SOCIAL WORK POLICY DEVELOPER: CARE AND SUPPORT SERVICES TO FAMILIES REF NO: DSD18/08/2026HO**

SALARY : Grade1: R471 330 per annum
CENTRE : Head Office, Pietermaritzburg
REQUIREMENTS : Qualifications: Bachelor's Degree (NQF Level 7) in Social Work. Registration with the South African Council for Social Services Professions as a Social Worker. Only Shortlisted candidates will submit Proof of current registration with the South African Council for Social Services Profession as a Social Worker. A valid driver's license. A minimum of 8 years' appropriate experience in Social Work after registration as a Social Worker with SACSSP. Knowledge: - Constitution of the Republic of South Africa, Public Service Act, Public Service Regulations, Public Finance Management Act, Treasury Regulations, Professional Counselling, Research Methodology, Service Delivery Frameworks, Policy development and analysis, Ability to compile complex reports. Skills: Communication, Interpersonal relations, Report writing, Financial management, Change management Policy development, Planning and Organizing, Research, Progamme and Project management, Counselling, Presentation, Facilitation, Monitoring and Evaluation, People`s Management, Problem Solving and analysis, Driving, Networking, Policy Development, Computer literacy, Numeracy.

DUTIES : Develop, implement and maintain care and support services to families' policies; Conduct research and development; Keep up to date with new developments in the care and support services to families' field; Perform the administrative functions required in the unit

ENQUIRIES : Mr RV Khoza Tel No: (033) 2341 7907, Head Office

POST 36/218 : **SCM PRACTITIONER: LOGISTICS MANAGEMENT REF NO: DSD19/08/2026HO**

SALARY : R338 106 per annum (Level 07)
CENTRE : Head Office
REQUIREMENTS : Qualifications: National Diploma (NQF Level 6) in Supply Chain Management/ Financial Management/ Public Administration. A valid Driver's license. A minimum of 3 years' administrative experience in Supply Chain Management environment. Knowledge: Constitution for the Republic of South Africa, Public Service Act, Public Finance Management Act, Treasury Regulations, Public Service Regulations, Basic Accounting System, Employee Performance Management and Development System, National Treasury Instruction Notes, Provincial Treasury Practice Notes, Service Delivery frameworks, Broad Based Black Economic Empowerment. Skills: Financial Management, Change Management, Knowledge Management, Service Delivery Innovation, Problem Solving, Communication, Computer Literacy, Presentation, Facilitation, Report Writing, Interpersonal relations, Negotiation, Driving.

DUTIES : Render effective booking of flights, accommodation and hired vehicle. Ensure the issuing of orders to selected suppliers. Administer the appropriate delivery of goods and services by service provider. Supervise human resources.

ENQUIRIES : Mr ESS Ndlovu Tel No: (033) 264 5417, Head Office

POST 36/219	:	**FINANCE CLERK (X4 PPOSTS)**
SALARY	:	R237 453 per annum (Level 05)
CENTRE	:	eThekwini North District Ref No: DSD20/08/2026eThekwini North uMzinyathi District Ref No: DSD21/08/2026uMzinyathi Amajuba District Ref No: DSD22/08/2026Amajuba uMkhanyakude District Ref No: DSD23/08/2026uMkhanyakude
REQUIREMENTS	:	Qualifications: Matric/ Grade 12, No experience required. Knowledge: - Basic knowledge of financial functions, practices as well as the ability to capture data, operate computer and collate financial statistics, Basic knowledge and insight of the Public Service financial legislations, procedure and treasury regulations (PFMA, DORA, PPPFA, Financial Manual). Knowledge of basic financial operating systems (PERSAL, BAS, LOGIS etc). Skills: - Interpersonal relations, Teamwork, Computer, Planning and Organising, Language, Communication, Numeracy.
DUTIES	:	Provide Financial Accounting transaction, Perform salary Administration support services, Perform bookkeeping support services, Provide a budget support services.
ENQUIRIES	:	Mr MG Nzama Tel No: (031) 336 8865, eThekwini North District Mr CM Ndaba Tel No: (034) 299 7578, uMzinyathi District Ms NY Mthembu Tel No: (034) 317 1254, Amajuba District Mr SS Mngomezulu Tel No: (035) 794 5018, uMkhanyakude District
POST 36/220	:	**STAFF NURSE REF NO: DSD25/08/2026KWABADALA**
SALARY	:	Grade1: R229 440 per annum
CENTRE	:	Kwabadala Centre for the Residential Care of Old Persons: King Cetshwayo District
REQUIREMENTS	:	Qualifications: Grade 12 / Senior Certificate, Certificate in Nursing, Registration with the South African Nursing Council (SANC) as an Enrolled Nurse, Only Shortlisted candidates will submit proof of Current registration with the South African Nursing Council (SANC) as an Enrolled Nurse. Knowledge: Constitution of the Republic of South Africa, Public Service Act, Public Service Regulations as amended, Public Finance Management Act, Treasury Regulations, Knowledge of nursing care processes and procedures, nursing statuses, and other relevant legal frameworks; Nursing Act; Health Act; Occupational Health and Safety Act; Patient Rights Charter; Batho-Pele principles; Employment Performance Management and Development System. Skills/ Core Competencies: Communication (verbal and written), Report writing; Interpersonal relations, Presentation, Computer literacy, Numeracy, Language skills.
DUTIES	:	Implement basic residents care plans; Provide basic clinical nursing care; Maintain effective utilisation of resources; Maintain professional growth / ethical standards and self-development.
ENQUIRIES	:	Ms NW Dludla Tel No: (035) 794 5018, kwaBadala Centre for the Residential Care of Old Persons
POST 36/221	:	**CHILD & YOUTH CARE TEAM LEADER REF NO: DSD24/08/2026KHANYANI**
SALARY	:	Grade 1: R211 899 per annum
CENTRE	:	Khanyani CYCC: Amajuba District
REQUIREMENTS	:	Qualifications: National Diploma (NQF Level 6) in Child and Youth Care Development. Registration with the South African Council for Social Services Professions as a Child and Youth Care Worker, Only shortlisted candidates will submit proof of Current Registration with the South African Council for Social Services Professions as a Child and Youth Care Worker. A minimum of 7 years' experience in Child and Youth Care work. Knowledge: Public Service Act, Public Service Regulations, Batho-Pele principles, The Children's Act, Child Care Act, Children rights principles, Standard operation procedure on routine programmes, Developmental approach to therapeutic work, Understanding the basic needs of children and youth, Developmental programmes, Lifespan development theories for application in child and youth care work, Rules and procedures of the Child and Youth Care Centre. Skills: Communication, Problem-solving, Interpersonal relations, Organizing Counselling, Computer literacy, Numeracy, Language.

DUTIES	:	Perform team leader duties. Undertake inspection and report on incidents and problems identified. Perform administrative work relevant to the job. Provide care as the need arises.
ENQUIRIES	:	ZB Mdlalose Tel No: (034) 317 1254, Amajuba District
POST 36/222	:	**CHILD & YOUTH CARE WORKER (X4 POSTS)**
SALARY	:	Grade 1: R191 694 per annum
CENTRE	:	Excelsior CYCC (eThekwini North District: Ref No: DSD26/08/2026EXCELSIOR (X2 Posts) Umlazi CYCC eThekwini South District: Ref No: DSD27/08/2026UMLAZI (X2 posts)
REQUIREMENTS	:	Qualifications: National Diploma (NQF Level 6) in Child and Youth Care Development. Registration with the South African Council for Social Services Professions as a Child and Youth Care Worker, Only shortlisted candidates will submit proof of Current Registration with the South African Council for Social Services Professions as a Child and Youth Care Worker. Knowledge: Public Service Act, Public Service Regulations, Batho-Pele principles, Developmental programmes, Clerical/ Administrative procedures, Knowledge of the rules and procedures of centre. Skills: - Communication, Problem Solving, Interpersonal relations, Organising, Counselling, Computer literacy, Numeracy, Language.
DUTIES	:	Receive children and youth to the care facility after admission, Ensure that children/youth receive medical services, Assist with the implementation of planned activities development and therapeutic programmes, Engage in basic life space work to promote the development and care of children and youth, Perform administrative work relevant to the job.
ENQUIRIES	:	Ms T Blose Tel No: (031) 336 8865, eThekwini North District Ms NC Gebashe Tel No: (031) 336 8787, eThekwini South District
POST 36/223	:	**CARE WORKER REF NO: DSD28/08/2026KWABADALA**
SALARY	:	Grade 1: R191 694 per annum
CENTRE	:	KwaBadala Residential Care: King Cetshwayo District
REQUIREMENTS	:	Qualifications: Grade 12. Knowledge: Public Service Act, Public Service Regulations, Batho-Pele principles, Developmental programmes, Clerical/ Administrative procedures, Knowledge of the rules and procedures of centre. Skills: - Communication, Problem Solving, Interpersonal relations, Organizing, Counselling, Computer literacy, Numeracy, Language.
DUTIES	:	Receive service users to the care facility after admission; Ensure that service users receive medical services; Assist with the implementation of planned activities, developmental and therapeutic programmes; Engage in basic life space work to promote the development and care of service users, Perform administrative work relevant to the job.
ENQUIRIES	:	Ms NW Dludla Tel No: (035) 794 5018, King Cetshwayo District

ANNEXURE W

PROVINCIAL ADMINISTRATION: LIMPOPO
DEPARTMENT OF PUBLIC WORKS, ROADS AND INFRASTRUCTURE

APPLICATIONS : Applicants should apply through the following website https://erecruitment.limpopo.gov.za. The application on the eRecruitment system should be accompanied by the new Z83 and recent comprehensive CV. Failure to attach required documents will result in the application not being considered/disqualified. Successful Interns will be appointed for a period of 24 months commencing 01 April 2027 – 31 March 2029. Interns will receive a monthly stipend in accordance to the Department of Public Service and Administration's Directive on Employment of Persons on Developmental Programmes in the Public Service.

Applications may also be hand delivered/posted to: Department of Public Works, Roads and Infrastructure: Private Bag X9490, Polokwane, 0700 or hand delivered at Works Tower Building, No. 43 Church Street, Polokwane, 0699.

For Capricorn District: Private Bag X9378, Polokwane, 0700 Or hand deliver at 15 Landros Mare street, next to Correctional Services. For Mopani District: Private Bag X576, Giyani, 0826 or hand deliver at 570 Parliamentary Building, Giyani.

For Sekhukhune District: Private Bag X02, Chuenespoort, 0745 or hand deliver at Lebowakgomo Zone A, next to traffic department.

For Vhembe District: Private Bag X2248, Sibasa, 0970 or hand deliver at Cnr. Traffic and Raluswielo Street, Sibasa.

For Waterberg District: Private Bag X1028, Modimolle, 0510 or hand deliver at Cnr. Thabo Mbeki & Elias Motsoaledi Street.

CLOSING DATE : 06 November 2026 at 16h30

NOTE : The application on eRecruitment system should be accompanied by recent comprehensive CV as well as copies of all qualifications, Identity Document and valid driver's license only. Failure to attach copies and required documents will result in the application not being considered/disqualification. Applications must be submitted on a duly completed prescribed Z83 application for employment form (2021 version) obtainable from any public service department or can be downloaded from www.dpsa.gov.za. Applications must be accompanied by a detailed CV. Applicants are not required to submit copies of qualifications and other relevant documents on application except when applying through the e-recruitment system. All fields in the Z83 form should be fully completed. Certified copies of Identity Document, Grade 12 Certificate and required qualifications, will be submitted by shortlisted candidates to Human Resource on or before the day of the interview. Applicants with foreign qualifications remain responsible for ensuring that their qualifications are evaluated by the South African Qualifications Authority (SAQA). All shortlisted candidates will be subjected to a security clearance and verification of qualifications. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The recommended candidate for appointment will be subjected to Personnel Suitability Check for security reasons. Failure to comply with the above requirements will result in the disqualification of the application. The Department reserve the right not to make any appointment(s) to the posts advertised. The employment decision shall be informed by the Employment Equity Plan of the Department. Correspondence will be limited to shortlisted candidates only. If you do not hear from us within three (3) months after the closing date, please consider your application as being unsuccessful. However, should there be any dissatisfaction, applicants are advised to seek reasons for the above administration action in terms of Promotion of Administrative Justice Act (PAJA), Act No. 3 of 2000. The department will not carry any related costs (transport, accommodation or meals) for candidates attending interviews. The Department of Public Works, Roads and Infrastructure is an equal opportunity and affirmative action employer. Women and people living with disabilities are encouraged to apply. The Provincial Department invites applications for Graduate Internship Programme opportunities that currently exist in our offices throughout the province. Unemployed South African youth (Graduates requiring workplace experience),

who have never participated in any Public Service Graduate Internship programme in any government department are invited to apply.

OTHER POSTS

POST 36/224 : **GRADUATE INTERNSHIP PROGRAMME 2027/2029 REF NO: S.5/8/1/3/1 PROPERTIES & FACILITIES**

STIPEND : R8 174.75 per month
CENTRE : Head Office Properties & Facilities Properties and Facilities Unit (X3 Posts) Geographic Information Systems (GIS) Unit (X2 Posts)
REQUIREMENTS : Study Field: N Dip/Degree in Real Estate/ B.Eng. Property Science and N Dip/Degree in Geographic Information Systems (GIS)
ENQUIRIES : Head Office, Ms. Lebese G.T Tel No: (015) 284 7614/ Mr. Matibe N.E Tel No: (015) 284 7338.

POST 36/225 : **GRADUATE INTERNSHIP PROGRAMME 2027/2029 REF NO: S.5/8/1/3/2 PROPERTIES & FACILITIES (X3 POSTS)**
Properties and Facilities Unit

STIPEND : R8 174.75 per month
CENTRE : Capricorn District
REQUIREMENTS : Study Field: N Dip/Degree in Real Estate/ Property Studies/ LLB and N Dip/ Degree in Horticulture
ENQUIRIES : Capricorn District (Mr. Seleka BN / Ms. Mothiba M.M Tel No: (015) 287 5610

POST 36/226 : **GRADUATE INTERNSHIP PROGRAMME 2027/2029 REF NO: S.5/8/1/3/3 PROPERTIES & FACILITIES (X3 POSTS)**
Properties and Facilities Unit

STIPEND : R8 174.75 per month
CENTRE : Mopani District
REQUIREMENTS : Study Field: N Dip/Degree in Real Estate/ Property Science and N Dip/Degree in Horticulture
ENQUIRIES : Mopani District (Ms. Bila K.P/ Ms. Mabunda K.S Tel No: (015) 811 4000.

POST 36/227 : **GRADUATE INTERNSHIP PROGRAMME 2027/2029 REF NO: S.5/8/1/3/4 PROPERTIES & FACILITIES (X3 POSTS)**
Properties and Facilities Unit

STIPEND : R8 174.75 per month
CENTRE : Sekhukhune District
REQUIREMENTS : Study Field: N Dip/Degree in Real Estate/ Property studies and N Dip/Degree in Horticulture
ENQUIRIES : Sekhukhune District (Ms. Makalela R.C/ Ms. Mankge M.J Tel No: (015) 632 8300/8330.

POST 36/228 : **GRADUATE INTERNSHIP PROGRAMME 2027/2029 REF NO: S.5/8/1/3/5 PROPERTIES & FACILITIES (X3 POSTS)**
Properties and Facilities Unit

STIPEND : R8 174.75 per month
CENTRE : Vhembe District
REQUIREMENTS : Study Field: N Dip/Degree in Property Management/ Real Estate/ Property Law
ENQUIRIES : Vhembe District (Mr. Mavhungu M.F/ Ms. Muthabi M Tel No: (015) 963 3790.

POST 36/229 : **GRADUATE INTERNSHIP PROGRAMME 2027/2029 REF NO: S.5/8/1/3/6 PROPERTIES & FACILITIES (X3 POSTS)**
Properties and Facilities Unit

STIPEND : R8 174.75 per month
CENTRE : Waterberg District
REQUIREMENTS : Study Field: N Dip/Degree in Real Estate/ Property Studies/ Property Management and N Dip/Degree in Horticulture / Landscaping
ENQUIRIES : Waterberg District (Ms. Rammala M.Y/ Ms. Hlaole P.E Tel No: (014) 718 3000/3040/3052/ 3027

POST 36/230	:	**GRADUATE INTERNSHIP PROGRAMME 2027/2029 REF NO: S.5/8/1/10/1 ROADS MAINTAINANCE (X5 POSTS)** Roads Maintenance Unit
STIPEND	:	R8 174.75 per month
CENTRE	:	Head Office
REQUIREMENTS	:	Study Field: B.Eng. in Civil Engineering
ENQUIRIES	:	Head Office (Ms. Lebese G.T Tel No: (015) 284 7614/ Mr. Matibe N.E Tel No: (015) 284 7338.
POST 36/231	:	**GRADUATE INTERNSHIP PROGRAMME 2027/2029 REF NO: S.5/8/1/10/2 ROADS MAINTENANCE (X3 POSTS)** Roads Maintenance Unit
STIPEND	:	R8 174.75 per month
CENTRE	:	Capricorn District
REQUIREMENTS	:	Study Field: N Dip/Degree in Mechanical Engineering/ Civil Engineering
ENQUIRIES	:	Capricorn District (Mr. Seleka BN / Ms. Mothiba M.M Tel No: (015) 287 5613/ 5610/ 5611/ 5612).
POST 36/232	:	**GRADUATE INTERNSHIP PROGRAMME 2027/2029 REF NO: S.5/8/1/10/3 ROADS MAINTENANCE (X3 POSTS)** Roads Maintenance Unit
STIPEND	:	R8 174.75 per month
CENTRE	:	Mopani District
REQUIREMENTS	:	Study Field: N Dip/Degree in Mechanical Engineering/Civil Engineering
ENQUIRIES	:	Mopani District (Ms. Bila K.P/ Ms. Mabunda K.S Tel No: (015) 811 4000
POST 36/233	:	**GRADUATE INTERNSHIP PROGRAMME 2027/2029 REF NO: S.5/8/1/10/4 ROADS MAINTENANCE (X3 POSTS)** Roads Maintenance
STIPEND	:	R8 174.75 per month
CENTRE	:	Sekhukhune District
REQUIREMENTS	:	Study Field: N Dip/Degree in Civil Engineering/ Mechanical Engineering
ENQUIRIES	:	Sekhukhune District (Ms. Makalela R.C/ Ms. Mankge M.J Tel No: (015) 632 8300/ 8330).
POST 36/234	:	**GRADUATE INTERNSHIP PROGRAMME 2027/2029 REF NO: S.5/8/1/10/5 ROADS MAINTENANCE (X3 POSTS)** Roads Maintenance Unit
STIPEND	:	R8 174.75 per month
CENTRE	:	Vhembe District
REQUIREMENTS	:	Study Field: N Dip/Degree in Civil Engineering
ENQUIRIES	:	Vhembe District (Mr. Mavhungu M.F or Ms. Muthabi M Tel No: (015) 963 3790.
POST 36/235	:	**GRADUATE INTERNSHIP PROGRAMME 2027/2029 REF NO: S.5/8/1/10/6 ROADS MAINTENCE (X3 POSTS)** Roads Maintenance Unit
STIPEND	:	R8 174.75 per month
CENTRE	:	Waterberg District
REQUIREMENTS	:	Study Field: N Dip/Degree in Civil Engineering/ Construction Management/ Environmental Management
ENQUIRIES	:	Waterberg District (Ms. Rammala M.Y/ Ms. Hlaole P.E Tel No: (014) 718 3000/ 3040/ 3052/ 3027).
POST 36/236	:	**GRADUATE INTERNSHIP PROGRAMME 2027/2029 REF NO: S.5/8/1/1/1 INFRASTRUCTURE MANAGEMENT (X5 POSTS)** Infrastructure Management Unit
STIPEND	:	R8 174.75 per month
CENTRE	:	Head Office
REQUIREMENTS	:	Study Field: B.Eng. in Electrical Engineering/ Construction Management/ Architectural Studies

ENQUIRIES	:	Head Office (Ms. Lebese G.T Tel No: (015) 284 7614/ Mr. Matibe N.E Tel No: (015) 284 7338.
POST 36/237	:	**GRADUATE INTERNSHIP PROGRAMME 2027/2029 REF NO: S.5/8/1/1/2 INFRASTRUCTURE MANAGEMENT (X3 POSTS)**
		Infrastructure Management Unit
STIPEND	:	R8 174.75 per month
CENTRE	:	Capricorn District (03 Posts
REQUIREMENTS	:	Study Field: N Dip/Degree in Civil Engineering/ Electrical Engineering/ Building Science/ Construction Management.
ENQUIRIES	:	Capricorn District (Mr. Seleka BN / Ms. Mothiba M.M Tel No: (015) 287 5613/5610/5611/5612).
POST 36/238	:	**GRADUATE INTERNSHIP PROGRAMME 2027/2029 REF NO: S.5/8/1/1/3 INFRASTRUCTURE MANAGEMENT (X3 POSTS)**
		Infrastructure Management Unit
STIPEND	:	R8 174.75 per month
CENTRE	:	Mopani District
REQUIREMENTS	:	Study Field: N Dip/Degree in Electrical Engineering/ Civil Engineering
ENQUIRIES	:	Mopani District (Ms. Bila K.P/ Ms. Mabunda K.S Tel No: (015) 811 4000.
POST 36/239	:	**GRADUATE INTERNSHIP PROGRAMME 2027/2029 REF NO: S.5/8/1/1/4 INFRASTRUCTURE MANAGEMENT (X3 POSTS)**
		Infrastructure Management Unit
STIPEND	:	R8 174.75 per month
CENTRE		Sekhukhune District
REQUIREMENTS	:	Study Field: N Dip in Civil Engineering
ENQUIRIES	:	Sekhukhune District (Ms. Makalela R.C/ Ms. Mankge M.J Tel No: (015) 632 8300/ 8330).
POST 36/240	:	**GRADUATE INTERNSHIP PROGRAMME 2027/2029 REF NO: S.5/8/1/1/5NINFRASTRUCTURE MANAGEMENT (X3 POSTS)**
		Infrastructure Management Unit
STIPEND	:	R8 174.75 per month
CENTRE	:	Vhembe District
REQUIREMENTS	:	Study Field: N Dip/Degree in Building Science
ENQUIRIES	:	Vhembe District (Mr. Mavhungu M.F or Ms. Muthabi M Tel No: (015) 963 3790.
POST 36/241	:	**GRADUATE INTERNSHIP PROGRAMME 2027/2029: REF: S.5/8/1/1/6 INFRASTRUCTURE MANAGEMENT (X3 POSTS)**
		Infrastructure Management Unit
STIPEND	:	R8 174.75 per month
CENTRE	:	Waterberg District
REQUIREMENTS	:	Study Field: N Dip/Degree in Electrical Engineering/ Quantity Surveying/ Architectural Studies
ENQUIRIES	:	Waterberg District (Ms. Rammala M.Y/ Ms. Hlaole P.E Tel No: (014) 718 3000/ 3040/ 3052/ 3027)

DEPARTMENT OF SOCIAL DEVELOPMENT

Limpopo Department of Social Development is an equal opportunity and Affirmative Action Employer. Designated race groups, females and People with disabilities remain our target and are encouraged to apply. Applicants are hereby invited to apply for the funded vacant posts as advertised. Applicants who previously applied for the re-advertised posts they are encouraged to re-apply if still interested.



APPLICATIONS	:	Applicants are hereby invited to apply for the funded vacant posts as advertised. Applicants who previously applied for the re-advertised posts they are encouraged to re-apply if still interested. Applications should be addressed to various institution as per the applicant's need, for

Head Office, Seshego Treatment Centre, Mavambe Secure Care Centre : Applications should be directed to Head of Department, Private Bag X9710, Polokwane, 0700 or submitted at: 21 Biccard Street, Olympic Towers Building, Ground Floor, Office no 30.

Capricorn District/Sekutupu Old Age Home: The District Director, Private Bag X9709, Polokwane, 0700 or hand delivered at 78 Hans Van Rensburg Polowane.

Polokwane Welfare Complex: Head of Institution, Private Bag X9713, Polokwane, 0700 or hand delivery Plot 303 Strekloop, Polokwane.

Sekhukhune District: The District Director, Private Bag X80, Lebowakgomo, 0737 or hand delivered at Old Parliament Building, Lebowakgomo.

Vhembe District: The District Director, Private Bag X5040, Thohoyandou, 0950 or hand delivered at Thohoyandou Child and Youth Care Centre, Thohoyandou Block F Punda Maria Road, Thohoyandou.

Waterberg District: The District Director, Private Bag X1051, Modimolle, 0510 or hand delivered at Cnr Elias Motswaledi & Thabo Mbeki Street, Modimolle.

Mopani District: The District Director, Private Bag X 9689, Giyani, 0826 or should be hand delivered at Department of Social Development Unigaza Road Giyani Section A, 0826.

Applicants are encouraged to register and submit their applications through the e-Recruitment website at https://erecruitment.limpopo.gov.za, however, hand delivery applications are acceptable and must be submitted on the new Z83 application form obtained from all Government Departments or can be downloaded from www.gov.za / www.dpsa.gov.za / www.labour.gov.za.Applicants using e-recruitment MUST update their profile in line with the re-engineered system. Online applications must include only Curriculum vitae (CV) in PDF as attachment. Zipped, IMG and JPEG documents will not be accepted. The new Z83 form must be fully completed and signed by the applicant.

CLOSING DATE : 06 November 2026(Walk- in): 16h00 and (Online) :23H59

NOTE : The following must be considered in relation to the completion of the Z83 by applicants: All the fields in Part A, Part C and Part D must be completed. In Part B, all fields should be completed in full except the following: South African applicants need not provide passport numbers. If an applicant responded “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 it is acceptable for an applicant to indicate not applicable or leave blank to the question. If yes (provide detail), “In the event that you are employed in the Public Service, will you immediately relinquish such business interest?”. Applicants may leave the following question blank if they are not in possession of such: “If your profession or occupation requires official registration, provide date and particulars of 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 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 questions related to conditions that prevent re-appointment under Part F must be answered. Applicants with foreign qualifications remain responsible for ensuring that their qualifications are evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation. Applicants are not required to submit certified copies of educational qualifications, academic records, Identity documents and a valid motor vehicle driver’s license (where required) but must submit a duly completed Z83 application for employment form, and a detailed CV. Copies of educational qualifications, academic records, Identity documents and a valid motor vehicle driver’s license (where required) will only be submitted by shortlisted candidates to HR on or before the day of the interview. 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 as per Directive on Human Resource Management and Development for Public Service Professionalization effective from 01 April 2024.The successful candidate will be subjected to security clearance [Vetting] as per the Directive on Human Resource Management and Development for Public Service Professionalization effective from 01 April 2024.Suitable candidates will be subjected to a personnel suitability checks(criminal record, citizenship, credit record checks, qualification verification and employment

verification).Please note by responding to the advertisement, you consent to the collection, processing, 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' prior consent unless required by law. Applicants are encouraged to comply with Practice note on the Z83 application for employment and other related matters, DPSA Circular 19 of 2022 and Clarification regarding the completion of Z83 application, DPSA circular 3 of 2025.The Department reserves the right NOT to make any appointment to the posts advertised. The employment decision shall among other determination be informed by the Employment Equity Plan of the Department. Candidates who applied before for the re-advertised vacant post are encouraged to re-apply. The Limpopo Department of Social Development is an equal opportunity and Affirmative Action Employer. Designated race groups, females and People with disabilities remain our target and are encouraged to apply. Correspondence will be entered into with short-listed candidates only due to a large number of applications we envisage to receive, if you have not heard from the Department within ninety (90) day from the closing date, consider your application unsuccessful. However, Faxed applications will not be considered. Recognition of experience on appointment will be considered for Social Service Professions in line with Occupational Dispensation prescripts. Please note: Due to austerity measure, the department will not carry any related costs (transport, accommodation, and meals) for candidates attending interviews.

OTHER POSTS

POST 36/242 : **DEPUTY DIRECTOR: FINANCIAL MANAGEMENT REF NO: DSD/2026/139 (X1 POST)**
(Re-advert)

SALARY : R932 292 per annum (Level 11), (all-inclusive package)
CENTRE : Capricorn District Office
REQUIREMENTS : Grade 12 plus an appropriate qualification at NQF level 6 in Financial Management or equivalent qualification in the relevant field or area as recognised by SAQA. A minimum of five (05) years of proven experience of which 3 years must be at Junior / Assistant Director level. A valid motor vehicle driver's licence (with the exception of persons with disabilities). Core And Process Competencies: Strategic Capability and Leadership, Programme and Project Management, Change Management, Financial Management, People Management and Empowerment, Knowledge Management, Problem solving and analysis. Client orientation and customer focus. Knowledge And Skills: Understanding of Public Service Regulations, Acts, policies and procedures. Public Finance Management Act (PFMA) and Treasury regulations. Knowledge of NGO financial governance, funding cycles, and donor requirements. Department of Social Development (DSD) financial policies and procedures. Financial reporting standards (GRAP/IFRS). Financial analysis, reporting, and interpretation. Budgeting and expenditure control. Auditing and compliance verification. Capacity building and training facilitation for NGOs. Report writing and presentation. Use of accounting and financial systems/software (e.g., Excel, BAS) Stakeholder engagement and communication. Problem-solving and decision-making. Good understanding of BAS, PERSAL and LOGIS financial systems.
DUTIES : Manage the provision of Supply Chain Management. Manage demand and acquisition, Purchasing and inventory management. manage and coordinate asset management services. Manage transportation Services. Manage the provision of financial planning and budgeting. Manage the provision of Financial Accounting Services. Manage physical facility Maintenance and Repairs. Manage audit processes.
ENQUIRIES : General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV Tel No: (015) 230 4387 / 4391

POST 36/243 : **DEPUTY DIRECTOR: HOI: SEKUTUPU OLD AGE HOME REF NO: DSD/2026/140 (X1 POST)**

SALARY : R932 292 per annum (Level 11), (all-inclusive package)
CENTRE : Capricorn District: Sekutupu Old Age Home

REQUIREMENTS : Grade 12 plus a Bachelor of Social Work as recognised by SAQA. Current registration with the South African Council for Social Service Professions [SACSSP]. A qualification in Public Management/ Public Administration will be an added advantage. A minimum of five (05) years of proven experience of which 3 years must be at Junior / Assistant Director level. Valid motor vehicle driver's license (with exception of persons with disabilities). Core And Process Competencies: Strategic Capability and Leadership, Programme and Project Management, Change Management, Financial Management, People Management and Empowerment, Knowledge Management, Problem Solving and analysis, Client orientation and customer focus. Knowledge And Skills: In-depth understanding of the Older Persons Act and DSD Policies, Norms & Standards for Residential Facilities. Relevant social welfare services experience, management skills, and specialized knowledge of social welfare legislation Knowledge of Public Service legislations, PFMA, Treasury regulations, PSA, PSR, Labour Relations Framework etc. Knowledge of Social Work, Nursing, and Residential Care Management prescripts. Understanding of patient safety, holistic care models and psychosocial support principles. Knowledge of SCM, financial management, HR administration and facility operations. Understanding of risk management, quality assurance, monitoring and evaluation methodologies. Ability to coordinate multidisciplinary teams and facilitate integrated service delivery. Operational planning and leadership skills. Policy interpretation and implementation skills. Financial and Supply Chain management skills. Analytical skills. Negotiation and stakeholder management skills. Report writing skills.

DUTIES : Implement Older Persons Amendment Act 1 of 2025. General and overall management and administration of the Specialized Welfare Facility. Experienced leader to implement policies, supervising staff and managing budgets, assets, and infrastructure in line with Treasury regulations. Provide strategic direction, strategic management, service delivery, and financial oversight for the institution. Strengthen compliance for care facility in terms of obligations for reporting abuse and related mandates on older persons abuse register. Monitor compliance with Norms and Standards for Older Persons. Manage and facilitate recreational, social, and wellbeing programmes that promote active ageing and quality of life. Manage and facilitate care services. Ensure proper records management and filing systems. Manage facility support and auxiliary services. Monitor professional compliance of staff.

ENQUIRIES : General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV Tel No: (015) 230 4387 / 4391

POST 36/244 : **PSYCHOLOGIST GRADE 1 REF NO: DSD/2026/141 (X1 POST)**

SALARY : Grade 1: R907 617 per annum, (all-inclusive package)
CENTRE : Seshego Treatment Centre
REQUIREMENTS : Grade 12 plus an appropriate qualification at NQF 7 in Social Science (qualification that allows registration with Health Professions Council of South Africa (HPCSA) as Clinical Psychologist. Current registration with HPCSA as a Psychologist. Valid motor vehicle driver's licence (with the exception of persons with disabilities). Core And Process Competencies: Strategic Capability and Leadership, Programme and Project Management, Change Management, Financial Management, People Management and Empowerment, Knowledge Management, Problem Solving and analysis, Client orientation and customer focus. Knowledge And Skills: Psychotherapeutic and clinical knowledge in patient assessment, diagnosis and treatment across the lifespan. Ethical and legislative framework of practice. Knowledge of Departmental guidelines and policies. Evidence based psychological practice. Understanding of broader community, cultural, contextual and social - economic factors which impact mental health. Ability to work within multidisciplinary team. Good organizing and time management skills. Excellent communication and interpersonal relations. Sensitivity to gender, racial, ethnic, sexuality and disability issues.

DUTIES : Perform medical case assessment. Coordinate and facilitate the referral process for obtaining medical opinions. Assist in monitoring and supporting the adjudication process. Prepare reports. Liaise with medical and health professionals. After hours clinical participation in the call roster. Management of child and youth care information management system.

ENQUIRIES	:	General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV Tel No: (015) 230 4387 / 4391
POST 36/245	:	**ASSISTANT COMMUNITY DEVELOPMENT MANAGER GRADE 1: SUSTAINABLE LIVELIHOOD REF NO: DSD/2026/142 (X1 POST)** (Re Advert)
SALARY	:	R626 454 per annum, CD – A9
CENTRE	:	Sekhukhune District Office
REQUIREMENTS	:	Grade 12 plus an appropriate qualification at NQF 6 in Development Studies / Diaconiology / Social Sciences / Community Development / Sociology / Population Studies / Demography or equivalent qualification in the relevant field or area as recognised by SAQA. A minimum of eight (08) years' appropriate experience in Community Development after obtaining the required qualification. A valid motor vehicle driver's licence (with the exception of persons with disabilities). Knowledge and Skills: Knowledge and understanding of individual and group behaviour, its inter-relations within community structures, dynamics of the community and current legislation to enable interventions. Knowledge of community development principles. The ability and competence to manage community development structures and projects. The ability to influence individuals and groups to participate in self-empowerment ventures. The ability to undertake complex research. Problem solving and conflict resolution skills. Computer literacy. Written and verbal communication skills. Financial management. Presentation skills. Project management. Supervision skills. Policy formulation and implementation. Knowledge of the Public Service Management Framework, e.g. PFMA, Labour Relations Act, etc.
DUTIES	:	Coordinate the identification, facilitation and implementation of integrated development interventions in partnership with other relevant stakeholders through efficient, effective and economical utilisation of resources by the service delivery area(s). Coordinate and manage community development service delivery area(s) to ensure that an efficient and effective community development service is delivered through the proper utilization of human, financial and physical resources. Keep up to date with new developments in the community development and management fields to enhance service delivery. Plan and ensure that research on community development is undertaken including the facilitation of complex community development research.
ENQUIRIES	:	General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV Tel No: (015) 230 4387 / 4391
POST 36/246	:	**ASSISTANT DIRECTOR: AUXILIARY SERVICES REF NO: DSD/2026/ 143 (X1 POST)**
SALARY	:	R487 197 per annum (Level 09)
CENTRE	:	Sekutupu Old Age Home
REQUIREMENTS	:	Grade 12 plus an appropriate qualification at NQF level 6 in Logistics / Public Administration / Public Management or equivalent qualification in the relevant field or area as recognised by SAQA. A minimum of 3 years relevant experience on lower management / supervisory. A valid motor vehicle driver's license (with the exception of persons with disabilities). Knowledge And Skills: Knowledge of Public Service Regulations, Acts, policies and procedures. Knowledge of Public Finance Management Act (PFMA). Good communication and listening skills, Good interpersonal relationship, Ability to handle pressure. Conflict management. Policy analysing and interpretation skills. Report writing skills. Problem analysis and analytical thinking. Honesty and confidentiality customer care skills.
DUTIES	:	Render office administration services. Coordinate catering services. Manage laundry services. Facilitate the provision of records management. Monitor and manage office supply inventories and coordinate timely procurement. Ensure implementation of occupational health and safety protocols in the workplace. Ensure quality control and compliance with health and food safety regulations. Ensure compliance with service-level agreements or contracts with catering providers. Conduct regular file audits and ensure timely archiving and disposal of obsolete records. Manage HRM and Finance sections.

ENQUIRIES	:	General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV Tel No: (015) 230 4387 / 4391
POST 36/247	:	**ASSISTANT DIRECTOR: HUMAN RESOURCE TRAINING & DEVELOPMENT REF NO: DSD/2026/144 (X1 POST)**
SALARY	:	R487 197 per annum (Level 09)
CENTRE	:	Head Office: Polokwane
REQUIREMENTS	:	Grade 12 plus an appropriate qualification at NQF level 6 in Human Resource Management / Development or equivalent qualification in the relevant field or area as recognised by SAQA. A minimum of 3 years relevant experience on lower management / supervisory in HRT&D or PMDS. Valid motor vehicle driver's licence (with the exception of persons with disabilities). Knowledge and Skills: Knowledge of Public Service Regulations, Acts, policies and procedures. Knowledge of Public Finance Management Act (PFMA). Knowledge of The White Paper on the Transformation of the Public Service of 1997. Good communication and listening skills, Good interpersonal relationship, Ability to handle pressure. Conflict management. Policy analysis and interpretation skills. Report writing skills. Problem analysis and analytical thinking. Honesty and confidentiality, customer care skills. Presentation skills.
DUTIES	:	Coordinate training and capacity development initiatives. Manage institutional relationship and stakeholder collaboration. Coordinate learnership and internship programmes. Facilitate bursary management services. Monitor compliance with applicable prescripts.
ENQUIRIES	:	General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV Tel No: (015) 230 4387 / 4391.
POST 36/248	:	**ASSISTANT DIRECTOR: SYSTEMS CONTROL REF NO: DSD/2026/145 (X1 POST)** (Re-Advert)
SALARY	:	R487 197 per annum (Level 09)
CENTRE	:	Head Office: Polokwane
REQUIREMENTS	:	Grade 12 plus an appropriate qualification at NQF level 6 in Financial Management / Accounting / Auditing / Cost / Management Accounting or equivalent qualification in the relevant field or area as recognised by SAQA. A minimum of 3 years' relevant experience at supervisory level. Valid motor vehicle driver's license (with exception of persons with disabilities). Knowledge And Skills: Knowledge of Public Finance Management Act (PFMA). Knowledge of Public Service Regulations, Policies and procedures. Knowledge of transversal systems specifically related to system controlling. Leadership & Management skills. Financial reporting skills. Communications skills. Conflict management skills. Project Management skills. Problem solving skills.
DUTIES	:	Ensure proper security control in all financial systems (Transversal systems). Implement and enforce segregation of duties in the financial systems. Reviews of user's access rights. Provide helpdesk facilities to all financial systems users. Develop and ensure implementation of procedure manuals or standard operating procedures (SOP's). Maintain departmental standard chart of accounts and security profile. Monitor the interface and transversal system on banks, LOGIS, PERSAL and BAS. Download and prepare payment within 30 days report from Vulindlela. Facilitate closure of books and monitor clearance of suspense accounts. Ensure proper financial reporting of the department. Assist in the preparations of the annual financial statement of the department.
ENQUIRIES	:	General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV Tel No: (015) 230 4387 / 4391
POST 36/249	:	**ASSISTANT DIRECTOR: SUPPLY CHAIN COMPLIANCE REF NO: DSD/2026/146 (X1 POST)**
SALARY	:	R487 197 per annum (Level 09)
CENTRE	:	Head Office: Polokwane

REQUIREMENTS : Grade 12 plus an appropriate qualification at NQF level 6 in Supply Chain Management / Logistics / Purchasing Management or equivalent qualification in the relevant field or area as recognised by SAQA. A minimum of 3 years relevant experience at Supervisory /Junior Management level. Valid motor vehicle driver's license (with the exception of persons with disabilities). Knowledge And Skills: Knowledge of Public Finance Management Act (PFMA). Knowledge of Public Service Regulations, Policies and procedures. Knowledge of Preferential Procurement Policy Framework Act (PPPFA). Leadership & Management skills. Financial reporting skills. Communications skills. Conflict management skills. Project Management skills. Problem solving skills.

DUTIES : Provide capacity building to supply chain management. Identify capacity gaps through monitoring of policy implementation. Provide capacity building to Supply Chain Management Practitioners. Provide capacity building to Bid Specification, Evaluation and Adjudication committees. Provide capacity building to departmental end users. Facilitate provision of accredited Supply Chain Management courses. Provide support to institutions bid committee structures and Supply Chain Management officials. Management of departmental contracts. Provide regular status/ progress reports to management highlighting trends, problems, risks, deviation, delays and make appropriate recommendations for contract management improvement. Facilitate appointments and provide capacity building for project managers. Manage and provide advice to project managers in reporting on the performance of contracted service providers. Manage financial, administrative Implement and comply with relevant polies. Manage systems and procedures. Manage the budget planning and spending processes according to relevant frameworks. Manage the performance and development of staff. Compile and submit quarterly and annual reports.

ENQUIRIES : General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV Tel No: (015) 230 4387 / 4391

POST 36/250 : **COMMUNITY DEVELOPMENT SUPERVISOR GRADE 1 REF NO: DSD/2026/147 (X1 POST)**
(Re-advert)

SALARY : R471 330 per annum, (CD-A7)

CENTRE : Sekhukhune District: Elias Motsoaledi

REQUIREMENTS : Grade 12 plus an appropriate qualification at NQF 6 in Development Studies / Diaconiology / Social Sciences / Community Development / Sociology / Population Studies / Demography or equivalent qualification in the relevant field or area as recognized by SAQA. A minimum of seven (07) years' appropriate experience in Community Development after obtaining the required qualification. Valid motor vehicle driver's licence (with the exception of persons with disabilities) Knowledge and Skills: Knowledge and understanding of individual and group behaviour, inter relations within community structures, dynamics of the community and current legislation to enable interventions. The ability and competence to manage community development structures and projects. The ability to influence individuals and groups to participate in their own self-empowerment ventures. Research and report writing skills. Problem solving and conflict resolution skills. Computer literacy. Financial management. Presentation skills. Project management. People Management. Knowledge of the Public Service Management Framework, e.g. PFMA, Labour Relations Act, etc.

DUTIES : Manage community development structures and projects. Supervise the identification, facilitation and implementation of integrated community development interventions in partnership with the community and other relevant stakeholders. Supervise and support community development practitioners to ensure that there is communication and coordination with all the relevant role players, internal and external. Perform administrative support on community development and related activities. Keep up to date with the new developments in the community development field to enhance service delivery.

ENQUIRIES : General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV Tel No: (015) 230 4387 / 4391

POST 36/251 : **SENIOR PROVISIONING ADMINISTRATIVE OFFICER: DEMAND & ACQUISITION MANAGEMENT REF NO: DSD/2026/148 (X1 POST)**

SALARY : R413 001 per annum (Level 08)
CENTRE : Capricorn District Office
REQUIREMENTS : Grade 12 plus an appropriate qualification at NQF 6 in Financial Management / SCM / Procurement Management / Logistic or equivalent qualification in the relevant field or area as recognised by SAQA. A minimum of 2-3 years relevant experience. Valid motor vehicle driver's licence (with the exception of persons with disabilities). Knowledge and Skills: Knowledge of Public Service Regulations, Acts, policies and procedures. Knowledge of Public Finance Management Act (PFMA). Good communication and listening skills, Good interpersonal relationship, Government financial systems (e.g., BAS and LOGIS). Ability to handle pressure. Conflict management. Policy analysis and interpretation skills. Report writing skills. Problem analysis and analytical thinking. Honesty and confidentiality, customer care skills.
DUTIES : Facilitate the requisition of quotations. Receive approved specifications / Terms of References (TORs) for advertisement of bids and invitation of quotations. Issue out requests for quotations. Closing of the bids and price quotations. Record bids & quotations in the receipt registers and compilation of the checklists. Facilitate bid specification and evaluation processes. Compile the appointment letters for bid evaluation and specification committee members. Serve as the secretariat of the bid evaluation and specification committees. Facilitate compliance with SCM prescripts. Facilitate departmental supplier database or CSD (Central Supplier Database) interface. Request quotations from suppliers. Receive, evaluate and adjudicate quotations. Supervise the subordinates.
ENQUIRIES : General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV Tel No: (015) 230 4387 / 4391

POST 36/252 : **SENIOR INFORMATION TECHNOLOGY TECHNICIAN REF NO: DSD/2026/149 (X1 POST)**
(Re-advert)

SALARY : R413 001 per annum (Level 08)
CENTRE : Head Office: Polokwane
REQUIREMENTS : Grade 12 plus an appropriate qualification at NQF 6 in Computer Science / Information Technology or equivalent qualification in the field or area as recognised by SAQA. A minimum of 2-3 years' relevant experience. Valid motor vehicle driver's licence (with the exception of persons with disabilities). Knowledge And Skills: Good knowledge of Microsoft Windows desktop and server environments, including Microsoft 365. Knowledge of network infrastructure: LAN/WAN, TCP/IP, routing, switching and Wi-Fi. Knowledge of Active Directory, user account administration and Group Policy. Hardware and software installation, configuration and troubleshooting skills. Knowledge of cybersecurity best practices and IT service management. Strong problem-solving, analytical, communication and customer-service skills. Ability to work independently and effectively within a team. Strong diagnostic troubleshooting, excellent communication, and collaboration skills are required.
DUTIES : Provide day-to-day technical support to end users on hardware, software, and network-related incidents. Install, configure, maintain and troubleshoot servers, desktops, laptops, printers and peripheral devices. Support and maintain network infrastructure, including switches, routers, Wi-Fi, and structured cabling. Administer user accounts, permissions and access on Active Directory and Microsoft 365 tenant. Support and monitor ICT systems, servers, endpoint protection and backup solutions. Conduct routine system maintenance and apply approved updates and patches. Assist with the implementation of ICT projects, infrastructure upgrades, and departmental initiatives. Monitor LAN performance and availability, troubleshoot network issues, and implement corrective actions to minimize downtime and ensure optimal network performance. Perform data backups and system disaster recovery. Implement and enforce network security controls, including VLAN configuration, access control lists, and segmentation to protect departmental data and resources.
ENQUIRIES : General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV Tel No: (015) 230 4387 / 4391

POST 36/253	:	**SENIOR ORGANISATIONAL DEVELOPMENT PRACTITIONER REF NO: DSD/2026/150 (X1 POST)**
SALARY	:	R413 001 per annum (Level 08)
CENTRE	:	Head Office: Polokwane
REQUIREMENTS	:	Grade 12 plus an appropriate qualification at NQF 6 in Operations Management/ Management Services/ Production Management/ Industrial and Organisational Psychology or equivalent qualification in the relevant field or area as recognized by SAQA. A minimum of 2- 3 years' relevant experience. Valid motor vehicle driver's licence (with the exception of persons with disabilities). Knowledge And Skills: Knowledge of organisational design, restructuring and development principles. Knowledge of Work Study Techniques. Knowledge of change management principles, strategies, and models. Knowledge of business process re-engineering. Understanding of Job grading and evaluation system. Knowledge of public service regulations, acts and policies. Problem solving skills. Project Management skills. Communication skills. Stakeholder engagement and consultation skills. Analytical skill. Conflict resolution skill. Facilitation and presentation skills. Report writing skills. Computer literacy.
DUTIES	:	Assist with the development and review of organizational structure. Provide job evaluation services. Facilitate the development and review of job descriptions. Implement operations management framework interventions.
ENQUIRIES	:	General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV Tel No: (015) 230 4387 / 4391
POST 36/254	:	**SENIOR PERSONNEL PRACTITIONER: HUMAN RESOURCES PRACTICE AND ADMINISTRATION**
SALARY	:	R413 001 per annum (Level 08)
CENTRE	:	Polokwane Welfare Complex Ref No: DSD/2026/151 (X1 Post) Sekhukhune District Office Ref No: DSD/2026/152 (X1 Post)
REQUIREMENTS	:	Grade 12 plus an appropriate qualification at NQF level 6 in Human Resource Management or Development or equivalent qualification in the relevant field or area as recognised by SAQA. PERSAL Literacy. A minimum of 2-3 years' relevant experience. Valid motor vehicle driver's license (with the exception of persons with disabilities. Knowledge And Skills: Knowledge of legislative mandates governing the public service. Interpretation of policies. Knowledge of E-Recruitment. Computer literacy Good Communication skills. Report writing skills. Basic Conditions of Employment Act, Public Service Act, Employment Equity Act, Public Service Regulations, Human Resource Management policies. Problem solving skills.
DUTIES	:	Facilitate recruitment and selection of employees. Facilitate transfer/secondment/placement. Facilitate conditions of services and benefits. Supervise staff. Additional key Result area for PWC post: Perform auxiliary services, HRD and PMDS activities.
ENQUIRIES	:	General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV Tel No: (015) 230 4387 / 4391
POST 36/255	:	**SENIOR STATE ACCOUNTANT: SALARY ADMINISTRATION REF NO: DSD/2026/153 (X1 POST)**
SALARY	:	R413 001 per annum (Level 08)
CENTRE	:	Vhembe District Office
REQUIREMENTS	:	Grade 12 plus an appropriate NQF 6 in Financial Management / Cost and Management Accounting / Auditing / Commerce or equivalent qualification in the relevant field or area as recognized by SAQA. PERSAL and BAS Literacy. A minimum of 2- 3 years' relevant experience. Valid motor vehicle driver's license (with exception of person with disabilities). Knowledge And Skills: Knowledge of Public Service Regulations, Acts, policies and procedures. Knowledge of Public Finance Management Act (PFMA). Good communication and listening skills, Knowledge of GRAP, GAAP and International financial reporting standards. Payroll administration skill. Financial reconciliation skill. Financial reporting skill. Problem analysis and analytical thinking. Honesty and

		confidentiality, customer care skills. People Management. Project Management
DUTIES	:	Administer the processing of salaries and allowances. Maintain payroll records and conduct reconciliation. Facilitate compliance of payroll administration with financial regulations. Provide payroll related financial information and reports. Supervise staff.
ENQUIRIES	:	General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV Tel No: (015) 230 4387 / 4391
POST 36/256	:	**SOCIAL WORKER GRADE 1 REF NO: DSD/2026/154 (X1 POST)**
SALARY	:	R338 208 per annum (SW – A4)
CENTRE	:	Mopani District: Rotterdam One Stop
REQUIREMENTS	:	Grade 12 plus a Bachelor's degree in Social Work as recognised by SAQA. Current registration with the South African Council for Social Service Professions [SACSSP]. Valid motor vehicle driver's license (with exception of persons with disabilities).Knowledge And Skills: Assessment skills, evaluation methods and processes; Supervision Framework for Social Workers; Social Work legislation; Social work theory and interventions; Information and Knowledge Management; Protocol and professional ethics; Communication (written and verbal) skills; Proven computer literacy; Organising and planning skills; Project planning skills; Psycho social intervention skills; Report writing; Presentation and facilitation skills; diagnostic and analytical and problem-solving skills; Client orientation and customer focus skills. Computer literacy. Knowledge and understanding of human behaviour, social system and skills to intervene at a point where people interact with their environmental environment in order to promote their well-being. Knowledge of programme and project management skills. Information and knowledge management skills. People empowerment skills. Communication and coordination skills.
DUTIES	:	Render social work services with regard to care, protection and development of vulnerable individuals, group, families and communities. Provide individual and group counselling. Conduct advance and specialized assessment aimed at identifying condition and justify relevant intervention. Implement the recommendations on the appropriate intervention required to address the needs and provide continuous support. Produce and maintain records of social work interventions, processes and outcomes. Undertake social work research and development, contribute to and assist with the development of policies. Perform all the administrative functions required of the job.
ENQUIRIES	:	General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV Tel No: (015) 230 4387 / 4391
POST 36/257	:	**STATE ACCOUNTANT: EXPENDITURE AND ACCOUNTS**
SALARY	:	R338 106 per annum (Level 07)
CENTRE	:	Sekhukhune District Office Ref No: DSD/2026/155 (Re-advert) (X1 Post) Waterberg District Office Ref No: DSD/2026/156 (X1 Post) Mopani District Office Ref No: Dsd/2026/157 (X1 Post)
REQUIREMENTS	:	Grade 12 plus an appropriate qualification at NQF 6 in Financial Management / Accounting / Auditing or equivalent qualification in the relevant field or area as recognised by SAQA. A minimum of 1-2 years' relevant experience. Valid motor vehicle driver's license (with exception of persons with disabilities). Knowledge And Skills: Knowledge of Public Service Regulations, Acts, policies and procedures. Knowledge of Public Finance Management Act (PFMA). Good communication and listening skills, Good interpersonal relationship, Ability to handle pressure. Conflict management. Leadership and management skills. Policy analysing and interpersonal skills. Report writing skills. Problem analysis and analytical thinking. Honesty and confidentiality, customer care skills. Logis and BAS literacy. Project management.
DUTIES	:	Assist in providing financial budgeting. Assist in processing of payments. Assist in performing creditor's reconciliation. Maintaining payment register. Administer salary matters. Rendering of general financial administration.
ENQUIRIES	:	General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV Tel No: (015) 230 4387 / 4391

POST 36/258	:	**CHIEF REGISTRY CLERK: PERSONNEL RECORD REF NO: DSD/2026/158 (X1 POST)**
SALARY	:	R338 106 per annum (Level 07)
CENTRE	:	Head Office: Polokwane
REQUIREMENTS	:	An appropriate recognised NQF level 4 (Grade 12) or equivalent qualifications as recognised by SAQA. Qualifications/Certificate in Records and Archives will be an added advantage. A minimum of 3-5 years' experience in Personnel Records/Registry. Valid motor vehicle driver's licence. (with the exception of persons with disabilities). Knowledge And Skills: 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, retrieval, archival and disposal procedures in terms of the Legislative Framework governing records. Knowledge of the Best Practice Model on personnel records.
DUTIES	:	Supervise and provide personnel registry counter services. Supervise the handling of incoming and outgoing correspondence. Supervise and render an effective filing and record management service. Supervise the operation and operate office machines in relation to the personnel registry function. Supervise the processing of documents for archiving and/disposal. Supervise human resources/staff.
ENQUIRIES	:	General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV Tel No: (015) 230 4387 / 4391
POST 36/259	:	**ADMINISTRATIVE OFFICER: AUXILIARY SERVICES REF NO: DSD/2026/159 (X1 POST)**
SALARY	:	R338 106 per annum (Level 07)
CENTRE	:	Capricorn District Office
MREQUIREMENTS	:	Grade 12 plus an appropriate qualification at NQF 06 in Logistics / Public Administration / Public Management or equivalent qualification in the relevant field or area as recognised by SAQA. A minimum of 1-2 years relevant experience. Valid driver's license (with exception of persons with disabilities). Knowledge And Skills: Knowledge of Public Service Regulations, Acts, policies and procedures. Knowledge of Public Finance Management Act (PFMA). Good communication and listening skills, good interpersonal relationship, ability to handle pressure. Conflict management. Policy analysing and interpretation skills. Report writing skills. Problem analysis and analytical thinking. Honesty and confidentiality, customer care skills.
DUTIES	:	Provide administration support services. Co-ordinate office and housing accommodation for staff. Maintenance and updating of accommodation and machinery lease / rental register. Provider support on cleaning services to the department. Manage help desk and switchboard operations.
ENQUIRIES	:	General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV Tel No: (015) 230 4387 / 4391
POST 36/260	:	**PROVISIONING ADMINISTRATIVE OFFICER: DEMAND & ACQUISITION REF NO: DSD/2026/160 (X1 POST)**
SALARY	:	R338 106 per annum (Level 07)
CENTRE	:	Mopani District Office
REQUIREMENTS	:	Grade 12 plus an appropriate qualification at NQF 6 in Financial Management / SCM / Procurement Management / Logistics or equivalent qualification in the relevant field or area as recognised by SAQA. A minimum of 1-2 years experience in Supply Chain Management. Valid motor vehicle driver's license (with exception of persons with disabilities). Knowledge And Skills: Knowledge of the Supply Chain Management framework, Public Finance Management Act (PFMA), Preferential Procurement Policy Framework Act (PPPFA), Treasury Regulation, Broad Based Black Economic Empowerment Act (B-BBEE) and other relevant prescripts.
DUTIES	:	Provide regular status/progress reports to management highlighting trends, problems, risks, deviations, delays and make appropriate recommendations for improvement. Determine possible future need for service by conducting a gap analysis. Manage and maintain the database

of all suppliers. Ensure quality reporting on sourcing of goods and services. Consolidate procurement plan based on inputs from various units. Capacity building to all users on new procedures or systems implemented for the purpose of needs and market analysis. Assist with the development of acquisition plan or strategy. Purchase goods and services that meet users' requirements. Ensure that contractual obligations are met to administer the flow of orders as well as ensuring that all orders are invoiced. Receive and process requisition. Ensure that the Service Level Agreements are met. Monitor and make Quality Assurance of the incoming and outgoing requisition. Ensure that requisitions are in line with the BEE as well as the South African Vendor Market.

ENQUIRIES : General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV Tel No: (015) 230 4387 / 4391

POST 36/261 : **COMMUNITY DEVELOPMENT PRACTITIONER GRADE 1**

SALARY : R289 296 per annum (CD- A4)
CENTRE : Waterberg District: Thabaleshoba Ref No: DSD/2026/161(X2 Posts)
Mokopane Ref No: DSD/2026/162 (X1 Post)
Vhembe District: Tshipise Office Ref No: DSD/2026/163 (X1 Post)
Mopani District: Kgapane One Stop Ref No: DSD/2026/164 (X1 Post)
Capricorn District: Buffelshoek Ref No: DSD/2026/165 (X1 Post)
Sekhukhune District: Fetakgomo: Atok Ref No: DSD/2026/166 (X1 Post)

REQUIREMENTS : Grade 12 plus an appropriate qualification at NQF 6 or equivalent qualification in Development Studies / Diaconiology / Social Sciences / Community Development / Sociology / Population Studies / Demography or equivalent qualification in the relevant field or area as recognized by SAQA. Valid motor vehicle driver's licence (with the exception of persons with disabilities). Knowledge And Skills: Knowledge of community development work, skills, attitudes and values of communities. Knowledge and understanding of human behaviour, social systems and relevant legislations. The ability and competence to co-ordinate community development structures. The ability to influence individuals and group to participate in self-empowerment ventures. Understanding of social dynamics of communities. Knowledge and understanding of basic financial management. Presentation skills. Computer literacy. Written and verbal communication skills. Facilitation skills. Research skills. Project management.

DUTIES : Identify and facilitate the implementation of integrated community development interventions in partnership with the community and other relevant stakeholders. Collaborate and liaise with pertinent role players and stakeholders to establish partnerships to ensure the sustainability of development actions within the community. Support communities and perform administrative support on community development and related activities. Keep abreast of new developments in the community development field to enhance service delivery.

ENQUIRIES : General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV Tel No: (015) 230 4387 / 4391

POST 36/262 : **LEGAL ADMINISTRATION OFFICER REF NO: DSD/2026/167 (X1 POST)**
(Re-advert)

SALARY : R262 968 per annum (MR-4)
CENTRE : Head Office: Polokwane
REQUIREMENTS : Grade 12 plus a Bachelor's degree in Law (LLB) or equivalent relevant qualification in the related field or area as recognized by SAQA. A minimum of 5 years' experience after obtaining the degree. Valid motor vehicle driver's license (with the exception of persons with disabilities). Knowledge And Skills: Sound knowledge of South African legal system and applicable legislation relevant to social development. Knowledge of Public Finance Management Act. Legal drafting and interpretation skills. Strong administrative and organizational skills. Excellent written and verbal communication. Computer literacy (MS Word, Excel, Outlook). Ability to work independently and under pressure. Analytical skills. Dispute resolution. Legal research. Project management skills. Policy analysis and interpretation skills.

DUTIES	:	Draft, edit and/or review legal documents including contracts, memoranda, opinions, and correspondence. Provide legal support in the interpretation and application of relevant legislation, including the Constitution, the Children's Act, the Older Persons Act, and the Social Assistance Act. Assist in the preparation of legal opinions and advice for departmental units. Manage and maintain legal case files and records. Assist in handling of litigation matters involving the Department in liaison with the State Attorney's office. Support labour relations cases and disciplinary hearings by preparing documentation and assisting with procedural compliance. Participate in legislative and policy development processes affecting the department. Conduct legal research to support the functions of the Legal Services Directorate. Ensure compliance with PAIA, POPIA, and other statutory frameworks. Monitor the implementation of legal instructions and advice within the department.
ENQUIRIES	:	General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV Tel No: (015) 230 4387 / 4391
POST 36/263	:	**ACCOUNTING CLERK: EXPENDITURE AND ACCOUNTS REF NO: DSD/2026/168 (X1 POST)**
SALARY	:	R237 453 per annum (Level 05)
CENTRE	:	Sekhukhune District Office
REQUIREMENTS	:	An appropriate qualification at NQF level 4/Matric (Grade 12) or equivalent qualification as recognised by SAQA Knowledge And Skills: Good communication and listening skills, Good interpersonal relationship, Ability to handle pressure. Problem analysis and analytical thinking. Honesty and confidentiality, customer care skills. Knowledge of PERSAL and BAS system, Basic financial management skills, understanding of PFMA and Batho Pele principles, Filing and record management skills, Computer literacy in Microsoft Excel, Microsoft Word and Microsoft Outlook.
DUTIES	:	Archiving of payment vouchers. Process and handle payment enquiries. Attend to client queries on payments. Assist in performing creditor's reconciliation. Receive goods on the system after they have been received manually. Maintain payment register. Update registers daily.
ENQUIRIES	:	General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV Tel No: (015) 230 4387 / 4391
POST 36/264	:	**ADMINISTRATION CLERK REF NO: DSD/2026/169 (X1 POST)**
SALARY	:	R237 453 per annum (Level 05)
CENTRE	:	Vhembe District: Makhado Municipality
REQUIREMENTS	:	An appropriate recognized NQF level 4 (Grade 12) or equivalent qualifications as recognised by SAQA. Valid motor vehicle driver's licence (with the exception of persons with disabilities) Knowledge and Skills: Computer literacy skills. Good verbal and written communication skills. Interpersonal relations. Planning and organising. Teamwork. Knowledge of legal framework governing the Public Service. Interpersonal skills. Report
DUTIES	:	Render a variety of administrative duties. Provide SCM clerical services. Provide financial admin support. Assist in collecting statistic. Intake client information. Filling records. Distribute food parcels. Update client register.
ENQUIRIES	:	General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV Tel No: (015) 230 4387 / 4391
POST 36/265	:	**HRM CLERK REF NO: DSD/2026/170 (X1 POST)**
SALARY	:	R237 453 per annum (Level 05)
CENTRE	:	Mopani District Office
REQUIREMENTS	:	An appropriate recognized NQF level 4 (Grade 12) or equivalent qualifications as recognised by SAQA. Knowledge and Skills: Knowledge of Public Service Regulations, Acts, policies and procedures. Knowledge of PFMA. Good Communication and listen skills. Good Interpersonal relations. Ability to handle pressure. Conflict management. Policy analysis and interpretation. Report writing skills. Problem analysis and analytical thinking. Honesty and confidentiality. Customer care skills. Knowledge of PERSAL. Computer literacy skills.

DUTIES	:	Facilitate recruitment and selection of employees. Administration of conditions of services and benefits. Facilitation of transfers.
ENQUIRIES	:	General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV Tel No: (015) 230 4387 / 4391
POST 36/266	:	**DATA CAPTURE REF NO: DSD/2026/171 (X1 POST)**
SALARY	:	R201 093 per annum (Level 04)
CENTRE	:	Capricorn District: Botlokwa One Stop Centre
REQUIREMENTS	:	An appropriate recognized NQF level 4 (Grade 12) or equivalent qualification as recognized by SAQA. Knowledge and Skills: Proficiency in Microsoft office. Typing skills. Computer literacy. Communication skills. Problem solving skills. Planning and organizing skills. Ability to work independently or in a team. Good interpersonal skills.
DUTIES	:	Capture data into quarterly and annual report. Verification and review of captured data for completeness. Validation of means of verification. Identify and correct duplication of captured data. Maintain Departmental Data System. Perform system verification to ensure high data quality.
ENQUIRIES	:	General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV Tel No: (015) 230 4387 / 4391
POST 36/267	:	**SOCIAL AUXILIARY WORKER GRADE 1 REF NO: DSD/2026/172 (X1 POST)**
SALARY	:	R200 691 per annum (SW – A1)
CENTRE	:	Capricorn District: Botlokwa One Stop Centre
REQUIREMENTS	:	An appropriate recognized NQF level 4 (Grade 12) or equivalent qualification as recognised by SAQA and Social Auxiliary Certificate. Current registration with the South African Council for Social Service Professions (SACSSP) as Social auxiliary worker. Knowledge And Skills: Demonstrate basic understanding of the South African social welfare context, the policy and practice of development social welfare services also the role of social auxiliary worker within this context. Define and demonstrate understanding of the purpose of social auxiliary work also with the role and functions of a social auxiliary worker in relation to a social worker within South African context. Consistently reflect the values and principles contained in the Bill of Rights, and social work profession's Code of Ethics in service delivery as a social auxiliary worker. Demonstrate a basic understanding of the South African judicial system, the legislations governing and impacting on social auxiliary work and social work. Demonstrate a basic understanding of human behaviour, relationship system and social issues. Implement appropriate social auxiliary work methods and techniques to address the social needs of client system. Use appropriate resources in service delivery to client systems. Work effectively with social workers and members of multi-sectoral teams in social service delivery. Work effectively as a social auxiliary worker to address the special needs and problems experienced by at least 3 of the priority focus groups in the social welfare. Keep precise records and compile accurate reports on social needs and social auxiliary work activities and file them appropriately. Provide an efficient research and administrative support services to the social worker. Demonstrate basic knowledge of financial matters related to social auxiliary work. Demonstrate self-awareness regarding personal capacities, attitudes skills and willingness to develop them further under the supervision of a social worker.
DUTIES	:	Provide assistance and support to social workers with the rendering of a social work service with regard to the care, support, protection and development of vulnerable individuals, groups, families and communities through the relevant departmental programmes. Assist social workers to attend to any other matters that could result in, or stem from, social instability in any form. Keep abreast with new developments in the social work and social services field. Perform administrative support functions in support of social workers as required of the job.
ENQUIRIES	:	General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV Tel No: (015) 230 4387 / 4391

POST 36/268	:	**CHILD AND YOUTH CARE WORKER**
SALARY	:	Grade 1: R191 694 per annum
CENTRE	:	Polokwane Welfare Complex Ref No: DSD/2026/173 (X1 Post) Vhembe District: Thohoyandou Child & Youth Care Centre Ref No: DSD/2026/174 (X1 Post)
REQUIREMENTS	:	An appropriate recognized NQF level 4 (Grade 12) or equivalent qualification as recognised by SAQA and Basic qualification in Child Care. Current registration with the South African Council for Social Service Professions [SACSSP] as auxiliary child and youth care worker. Knowledge And Skills: Knowledge and understanding of the legislative framework (Children's Act, Child Care Act, Child Justice Act) governing the Secure Care Centers. Good communication skills, Good interpersonal relationships, Ability to handle pressure. Honesty and confidentiality, customer care skills.
DUTIES	:	Receive children and youth to the care facility after admission. Provide orientation for the child to the center. Provide care and development of children and youth where their needs are protected. Ensure that children/youth receive medical services. Facilitate independent living and recreational programmes. Organize family visits and contacts. Escort children to external services. Assist with implementation of developmental and therapy programmes. Perform administration duties.
ENQUIRIES	:	General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV Tel No: (015) 230 4387 / 4391
POST 36/269	:	**NURSING ASSISTANT GRADE 1 REF NO: DSD/2026/175 (X1 POST)**
SALARY	:	R181 230 per annum (NA1)
CENTRE	:	Seshego Treatment Centre
REQUIREMENTS	:	Qualification that allows registration with the South African Nursing Council (SANC) as Nursing Assistant or Auxiliary nurse. Current registration with the South African Council Nursing Council as enrolled nursing assistant. Knowledge: Skills And Competencies: Knowledge of nursing care processes and procedure, nursing statutes and other relevant legal framework such as Nursing Act, OHSA, Patient Right Charter etc. Good Communication skills. Facilitation skills. Liaison and networking skills. Information Management. Computer literacy.
DUTIES	:	Key Performance Areas: Provide quality basic nursing care. Provide elementary clinical nursing care. Practice nursing in accordance with laws and regulations relevant to nursing. Maintain professional growth, ethical standards and self- development. Utilise human, material and physical resources efficiently and effectively. Report writing and updating client register. Filling of records. Transferring patients to other health facilities.
ENQUIRIES	:	General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV at 015 230 4387 / 4391
POST 36/270	:	**CLEANER**
SALARY	:	R144 024 per annum (Level 02)
CENTRE	:	Polokwane Welfare Complex Ref No: DSD/2026/176 (X1 Post) Waterberg District: Thabazimbi Ref No: DSD/2026/177 (X1 Post) Bela-Bela Ref No: DSD/2026/178 (X1 Post) Vhembe District: Thohoyandou One Stop Ref No: DSD/2026/179 (X1 Post) Sekhukhune District: Ephraim Mogale: Matlerekeng Ref No: DSD/2026/180 (X1 Post)
REQUIREMENTS	:	Junior Certificate or STD 8 / Grade 10 / AET / ABET, or equivalent qualification. Knowledge and Skills: Knowledge of Batho Pele Principles. Knowledge of basic safety and hygiene practices. Knowledge of infection control and hazard monitoring. Interpersonal skills. Communication skills. Time management.
DUTIES	:	Provide cleaning services. Keep and maintain cleaning materials and equipment. Request and manage the supply of cleaning materials and equipment. Implement and maintain hygiene and infection prevention measures.

ENQUIRIES	:	General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV Tel No: (015) 230 4387 / 4391
POST 36/271	:	**PHOTOCOPY OPERATOR REF NO: DSD/2026/181 (X1 POST)**
SALARY	:	R144 024 per annum (Level: 02)
CENTRE	:	Sekhukhune District Office
REQUIREMENTS	:	Junior Certificate or STD 8/Grade 10/AET/ABET, or equivalent qualification. Knowledge and Skills: Knowledge of Batho Pele Principles. Knowledge of basic safety and hygiene pracandes. Knowledge of infection control and hazard monitoring. Interpersonal skills. Communication skills. Time management.
DUTIES	:	Rendering photocopy services. Use and keep all photocopy machines properly. Report photocopier faults for repair. Maintain recording of photocopier. Maintain photocopier registers.
ENQUIRIES	:	General enquiries about the advertised posts should be directed to Mr S Rasivumo / Ms ME Gafane / Mr LI Mosehlana / Mr Moraba BV Tel No: (015) 230 4387 / 4391

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ANNEXURE X

PROVINCIAL ADMINISTRATION: MPUMALANGA
DEPARTMENT OF COMMUNITY SAFETY, SECURITY & LIAISON

APPLICATIONS : https://erecruitment.mpg.gov.za
CLOSING DATE : 23 October 2026
NOTE : The Department of Community Safety, Security and Liaison Mpumalanga Province invites applications for the Basic Traffic Officers Diploma Learnership which seeks to capacitate youth residing in Mpumalanga with knowledge and skills in Traffic Law Enforcement. all races are encouraged to apply, especially persons with albinism and shall meet the below mentioned requirements: NB: The Department will comply with Road Traffic Management Corporation (RTMC) guidelines during the selection process. The traffic training will be conducted at the Mpumalanga Traffic Training College at Mkhuhlu (Calcutta) in the Bushbuckridge Local Municipality. The Department will conduct personnel suitability checks for selected candidates on the following key areas: qualification verifications criminal records checks, citizenship, financial records checks and driving license. Successful candidates will be expected to enter into a 12 months contract with the Department and on completion; learners will receive a Diploma in Basic Traffic Officer: NQF 4. It is the Departments' intention to promote representivity (race, gender, and disability) Applications on the new Z83 form shall be fully completed via e-recruitment system through a link provided and upload a detailed Curriculum Vitae only. Copies of qualifications and other relevant documents shall be submitted by shortlisted candidates only on or before the day of the interview. The Curriculum Vitae must have at least three (3) reference persons and their contacts, failure to provide accurate information on a job application as well as incomplete information will result in a disqualification. Requirements stated on the advertised posts are minimum inherent requirements; therefore, criteria for shortlisting will depend on the proficiency of the applications received. Communication will be done to shortlisted candidates only. If you have not been contacted within three months after the closing date of this advertisement, please accept that your application has been unsuccessful. All shortlisted candidates shall undertake two pre-entry assessments. One must be a practical exercise, and the other be an Integrity (ethical conduct) assessment.

LEARNERSHIP PROGRAMME 2026 TO 2027
(12 MONTHS CONTRACT)

OTHER POST

POST 36/272 : **LEARNERSHIP PROGRAMME 2026/27: BASIC TRAFFIC OFFICERS DIPLOMA REF NO: DCSSL/05/2026**

STIPEND : R5000 per month
CENTRE : Mpumalanga Traffic Training College at Mkhuhlu (Calcutta) in the Bushbuckridge Local Municipality.
REQUIREMENTS : Minimum education qualification of Grade 12 Certificate. At least a Code B driving license. South African citizen. No criminal record. Fit and proper (Medical assessment will be conducted for shortlisted candidates as proof for strenuous exercises). Candidates will be subjected to driving and competency tests.
ENQUIRIES : Mr G Mnisi Tel No: (013) 766 4019 or Ms S Masango Tel No: (017) 811 143
Ms N Mathebula Tel No: (013) 766 9152 or Ms A Seku Tel No: (013) 766 4905.

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.

APPLICATIONS : Departmental Online Application System: www.mpuhealth.gov.za
CLOSING DATE : 23 October 2026
NOTE : N.B. Applicants are advised to apply as early as possible to avoid disappointments. 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 the 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 councils 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 the 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) All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment.

OTHER POSTS

POST 36/273 : **MEDICAL OFFICER GRADE 3: REF NO: MPDOH/OCT/26/1617 (X5 POSTS)**

SALARY : R1 375 245 - R1 713 534 per annum

CENTRE : Themba Hospital (X1 Post)
Shongwe Hospital (X1 Post)
Tonga Hospital (X1 Post)
Mapulaneng Hospital (X2 Posts) (Ehlanzeni District)

REQUIREMENTS : MBChB degree (qualification) that allows registration with the HPCSA as a Medical Practitioner n Health Professional Council of South Africa (HPCSA) as a Medical Practitioner (2026) (Independent Practice). 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. Additional experience in Obstetrics & Gynaecology, Neurosurgery, Anaesthesiology, Urology and ENT will serve as recommendation. Skills in terms of consultations, history taking, examination, clinical assessment and clinical management. Grade 3: A minimum of ten (10) years' experience after registration with the HPCSA as Medical Practitioner (Independent Practice). A minimum of eleven (11) years relevant experience after registration with a recognised foreign health profession council and / or the HPCSA as a Medical Practitioner (Independent Practice) for foreign qualified 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 under supervision as an efficient team member. Good communication, leadership, interpersonal, and supervisory skills. Ability to manage patients independently, diligently, responsibility and engage when necessary. Knowledge of current health policies, legislation, programmes 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 relationship.

DUTIES : 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 programmes. Assist with clinical audits actively participate in continuous professional development. Provide support to hospital management towards an efficient standard of patient care and services is maintained.

ENQUIRIES : Ms. Gugu Nkosi Tel No: (013) 766 3103 / Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087, Ms. Samukelisiwe Mgwenya Tel No: (013) 766 3540 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 36/274 : **MEDICAL OFFICER GRADE 3: REF NO: MPDOH/OCT/26/1620 (X3 POSTS)**

SALARY : R1 375 245 - R1 713 534 per annum

CENTRE : Witbank Hospital (X2 Posts)
KwaMhlanga Hospital (X1 Post) (Nkangala District)

REQUIREMENTS : MBChB degree (qualification) that allows registration with the HPCSA as a Medical Practitioner n Health Professional Council of South Africa (HPCSA) as a Medical Practitioner (2026) (Independent Practice). 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. Additional experience in Obstetrics & Gynaecology, Neurosurgery, Anaesthesiology, Urology and ENT will serve as recommendation. Skills in terms of consultations, history taking, examination, clinical assessment and clinical management. Grade 3: A minimum of ten (10) years' experience after registration with the HPCSA as Medical Practitioner (Independent Practice). A minimum of eleven (11) years relevant experience after registration with a recognised foreign health profession council and / or the HPCSA as a Medical Practitioner (Independent Practice) for foreign qualified 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 under supervision as an efficient team member. Good communication, leadership, interpersonal, and supervisory skills. Ability to manage patients independently, diligently, responsibility and engage when necessary. Knowledge of current health policies, legislation, programmes 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 relationship.

DUTIES : 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 programmes. Assist with clinical audits actively participate in continuous professional development. Provide support to hospital management towards an efficient standard of patient care and services is maintained.

ENQUIRIES : Ms. Gugu Nkosi Tel No: (013) 766 3103 / Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087, Ms. Samukelisiwe Mgwenya Tel No: (013) 766 3540 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 36/275 : **MEDICAL OFFICER GRADE 3 REF NO: MPDOH/OCT/26/1621**

SALARY : R1 375 245 - R1 713 534 per annum

CENTRE : Ermelo Hospital (Gert Sibande District)

REQUIREMENTS : MBChB degree (qualification) that allows registration with the HPCSA as a Medical Practitioner n Health Professional Council of South Africa (HPCSA) as a Medical Practitioner (2026) (Independent Practice). 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. Additional experience in Obstetrics & Gynaecology,

Neurosurgery, Anaesthesiology, Urology and ENT will serve as recommendation. Skills in terms of consultations, history taking, examination, clinical assessment and clinical management. Grade 3: A minimum of ten (10) years' experience after registration with the HPCSA as Medical Practitioner (Independent Practice). A minimum of eleven (11) years relevant experience after registration with a recognised foreign health profession council and / or the HPCSA as a Medical Practitioner (Independent Practice) for foreign qualified 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 under supervision as an efficient team member. Good communication, leadership, interpersonal, and supervisory skills. Ability to manage patients independently, diligently, responsibility and engage when necessary. Knowledge of current health policies, legislation, programmes 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 relationship.

DUTIES : 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 programmes. Assist with clinical audits actively participate in continuous professional development. Provide support to hospital management towards an efficient standard of patient care and services is maintained.

ENQUIRIES : Ms. Gugu Nkosi Tel No: (013) 766 3103 / Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087, Ms. Samukelisiwe Mgwenya Tel No: (013) 766 3540 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 36/276 : **MEDICAL OFFICER GRADE 2 REF NO: MPDOH/OCT/26/1622**

SALARY : R1 188 255 - R1 297 289 per annum
CENTRE : KwaMhlanga Hospital (Nkangala District)
REQUIREMENTS : MBChB degree (qualification) that allows registration with the HPCSA as a Medical Practitioner n Health Professional Council of South Africa (HPCSA) as a Medical Practitioner (2026) (Independent Practice). 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. Additional experience in Obstetrics & Gynaecology, Neurosurgery, Anaesthesiology, Urology and ENT will serve as recommendation. Skills in terms of consultations, history taking, examination, clinical assessment and clinical management. Grade 2: A minimum of five (5) years' experience after registration with the HPCSA as Medical Practitioner (Independent Practice). A minimum of six (6) years relevant experience after registration with a recognised foreign health profession council and / or the HPCSA as a Medical Practitioner (Independent Practice) for foreign qualified 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 under supervision as an efficient team member. Good communication, leadership, interpersonal, and supervisory skills. Ability to manage patients independently, diligently, responsibility and engage when necessary. Knowledge of current health policies, legislation, programmes 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 relationship.

DUTIES : 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 programmes. Assist with clinical audits actively participate in continuous professional

development. Provide support to hospital management towards an efficient standard of patient care and services is maintained.

ENQUIRIES : Ms. Gugu Nkosi Tel No: (013) 766 3103 / Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087, Ms. Samukelisiwe Mgwenya Tel No: (013) 766 3540 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 36/277 : **MEDICAL OFFICER GRADE 1 REF NO: MPDOH/OCT/26/1626 (X4 POSTS)**

SALARY : R1 041 402 - R1 121 241 per annum

CENTRE : Ehlanzeni District:
Tonga Hospital (X1 Post)
Mapulaneng Hospital (X1 Post)
Matikwane Hospital (X1 Post)
Agincourt CHC (X1 Post)

REQUIREMENTS : MBChB degree (qualification) that allows registration with the HPCSA as a Medical Practitioner. Current registration with the HPCSA as a Medical Practitioner (2026) (Independent Practice). NB: The appointed Medical Officer must be able to work shifts. 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: No experience required after registration with the HPCSA as Medical Practitioner (Independent Practice). Minimum of 1-year relevant experience after registration with a recognised Foreign Health Professions and / or the HPCSA as a Medical Practitioner (Independent Practice) for foreign qualified 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 under supervision as an efficient team member. Good communication, leadership, interpersonal, and supervisory skills. Ability to manage patients independently, diligently, responsibility and engage when necessary. Knowledge of current health policies, legislation, programmes 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 relationship.

DUTIES : 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 programmes. 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. Provide support to hospital management towards an efficient standard of patient care and services is maintained.

ENQUIRIES : Ms. Gugu Nkosi Tel No: (013) 766 3103 / Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087, Ms. Samukelisiwe Mgwenya Tel No: (013) 766 3540 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 36/278 : **MEDICAL OFFICER GRADE 1 REF NO: MPDOH/OCT/26/1633 (X7 POSTS)**

SALARY : R1 041 402 - R1 121 241 per annum

CENTRE : Nkangala District:
Witbank Hospital (X5 Posts)
Botleng CHC (X1 Post)
Sister Mashiteng Clinic (X1 Post)

REQUIREMENTS : MBChB degree (qualification) that allows registration with the HPCSA as a Medical Practitioner. Current registration with the HPCSA as a Medical Practitioner (2026) (Independent Practice). NB: The appointed Medical Officer must be able to work shifts. 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: No experience required after registration with the HPCSA as Medical Practitioner (Independent Practice). Minimum of 1-year relevant experience after registration with a recognised Foreign Health Professions and / or the HPCSA as a Medical Practitioner (Independent Practice) for foreign qualified 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 under supervision as an efficient team member. Good communication, leadership, interpersonal, and supervisory skills. Ability to manage patients independently, diligently, responsibility and engage when necessary. Knowledge of current health policies, legislation, programmes 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 relationship.

DUTIES : 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 programmes. 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. Provide support to hospital management towards an efficient standard of patient care and services is maintained.

ENQUIRIES : Ms. Gugu Nkosi Tel No: (013) 766 3103 / Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087, Ms. Samukelisiwe Mgwenya Tel No: (013) 766 3540 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 36/279 : **MEDICAL OFFICER GRADE 1 REF NO: MPDOH/OCT/26/1642 (X9 POSTS)**

SALARY : R1 041 402 - R1 121 241 per annum

CENTRE : Gert Sibande District: Mayflower CHC (X1 Post)
Ermelo Hospital (X4 Posts)
Evander Hospital (X4 Posts)

REQUIREMENTS : MBChB degree (qualification) that allows registration with the HPCSA as a Medical Practitioner. Current registration with the HPCSA as a Medical Practitioner (2026) (Independent Practice). NB: The appointed Medical Officer must be able to work shifts. 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: No experience required after registration with the HPCSA as Medical Practitioner (Independent Practice). Minimum of 1-year relevant experience after registration with a recognised Foreign Health Professions and / or the HPCSA as a Medical Practitioner (Independent Practice) for foreign qualified 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 under supervision as an efficient team member. Good communication, leadership, interpersonal, and supervisory skills. Ability to manage patients independently, diligently, responsibility and engage when necessary. Knowledge of current health policies, legislation, programmes 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 relationship.

DUTIES : 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 programmes. 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. Provide support to hospital management towards an efficient standard of patient care and services is maintained.

ENQUIRIES : Ms. Gugu Nkosi Tel No: (013) 766 3103 / Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087, Ms. Samukelisiwe Mgwenya Tel No: (013) 766 3540 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 36/280 : **OPERATIONAL MANAGER NURSING (PN-B3): PHC REF NO: MPDOH/OCT/26/1643**

SALARY : R720 819 – R821 484 per annum
CENTRE : Diepdale Clinic (Gert Sibande District)
REQUIREMENTS : 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) that allows registration with the SANC as a Professional Nurse (2026) 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 appropriate/recognizable experience in nursing after registration as a Professional Nurse with South African Nursing Council (SANC) in General Nursing. At least five (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 Primary Health Care Nursing Science. A post basic qualification in Nursing Administration/Health service management. 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.
DUTIES : 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.
ENQUIRIES : Ms. Gugu Nkosi Tel No: (013) 766 3103 / Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087, Ms. Samukelisiwe Mgwenya Tel No: (013) 766 3540 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 36/281 : **ASSISTANT DIRECTOR: ACQUISITION MANAGEMENT REF NO: MPDOH/OCT/26/1643**

SALARY : R487 197 per annum (Level 09), (plus service benefits)
CENTRE : Provincial Office, Mbombela (Nelspruit)
REQUIREMENTS : Senior Certificate / Grade 12 plus Diploma / Degree (NQF Level 6/7) in Finance, Accounting Management, Financial Management, Cost and Management Accounting, Public Management / Administration as recognized by SAQA. A minimum of three (3) years relevant experience in supply chain management, acquisition Management, Financial Management at supervisory / management (Level 7/8). Knowledge of the Public Finance Management Act (PFMA), Treasury Regulations, Revenue Management policies, National Health Act, and relevant departmental prescripts. Knowledge of BAS, PEIS and

other relevant systems. Computer literacy in Microsoft Office (Excel, Word and PowerPoint). Valid driver's licence.

DUTIES : To coordinate, review, undertake and implement the supply chain acquisition management framework and policies through the execution of the bidding process, compilation of a list of service providers, according to the prescribed procurement methodologies. Coordinate (synergise) review and execute the bidding process. Coordinate, review and compile the list of prospective provider for quotations. Coordinate review and source quotations from database according to the thresh values determined by the National Treasury. Supervise employees to ensure an effective acquisition management service and undertake all administrative functions required with regard to financial and HR administration.

ENQUIRIES : Ms. Gugu Nkosi Tel No: (013) 766 3103 / Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087, Ms. Samukelisiwe Mgwenya Tel No: (013) 766 3540 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 36/282 : **SENIOR STATE ACCOUNTANT: RISK PERFORMANCE AND CONTRACT MANAGEMENT REF NO: MPDOH/OCT/26/1644**

SALARY : R413 001 per annum (Level 08), (plus service benefits)
CENTRE : Provincial Office, Mbombela (Nelspruit)
REQUIREMENTS : Senior Certificate / Grade 12 plus six (6) years relevant experience in Supply Chain Management field or Diploma / Degree (NQF Level 6/7) in Supply Chain Management / Financial Management, Public Management / Management Accounting. At least three (3) years' experience in the post of Chief Administration Clerk / Administrative Officer / State Accountant at (Level 7). A qualification related to Treasury and competence for Finance officials will be an added advantage. Preparedness to security clearance and disclosure of financial interest. 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 (written and verbal). Ability to work under pressure and preparedness to work overtime, when required. Skills in Microsoft Word and Excel.

DUTIES : Maintain a database of al concluded contracts. Administering contracts effectively in accordance with policy, procedures and compliant with applicable legislative requirement. Maintain contract register in a format provided by Provincial Treasury. Interacting with the Project Managers about the signing of contracts and service level agreements for all contracts entered by the Department. Ensuring that all contracts are accurately recorded on the contract Register and regularly update of the contract register. Reviewing contracts on the contract register to ensure their validity. Co-coordinating and control the application of the procedures in respect of the supplier performance monitoring and contract management. Preparing reports on non-performing / poor performing companies and recommends the appropriate actions to be taken to remedy the situation. Supervising activities of the personnel to ensure that work performed meets acceptable standards and is completed within agreed upon timelines.

ENQUIRIES : Ms. Gugu Nkosi Tel No: (013) 766 3103 / Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087, Ms. Samukelisiwe Mgwenya Tel No: (013) 766 3540 and IT related queries: Help desk Tel No: (013) 766 3018.

POST 36/283 : **PROVISIONING ADMINISTRATIVE OFFICER: LOGISTICS MANAGEMENT REF NO: MPDOH/OCT/26/1645**

SALARY : R338 106 per annum (Level 07), (plus service benefits)
CENTRE : Provincial Office, Mbombela (Nelspruit)
REQUIREMENTS : Senior Certificate / Grade 12 or equivalent qualification plus three (3) years relevant experience in Supply Chain Management or Diploma / Degree (NQF Level 6/7) in Finance / Logistics / Procurement / Supply Chain Management / Financial / Accounting Management as recognised by SAQA. Knowledge and experience of provisioning administration, main focus in the following areas: LOGIS, Preferential Procurement Policy Framework (PPPFA), Public Finance Management Act (PFMA) and Treasury Regulations and general knowledge of Basic accounting system (BAS). Computer literacy. Sound interpersonal and

communication skills (written and verbal). Good management and supervisory skills. Ability to work independently and tight deadlines. Valid driver's licence will be an added advantage.

DUTIES : Supervise and render demand and acquisition services. Supervise and undertake logistical services. Supervise and control the work of sub-ordinate (including training) in the supply chain management unit. Deal with more advanced and complicated matters pertaining to provisioning administration. Manage all aspects of orders such as quotations, purchase and processing of requisitions, authorization of procurement advice and guidance to all clients, chief user clerks and responsibility managers. Ensure compliance with departmental and Treasury Regulations. Evaluate and test compliance of all purchasing transactions. Manage all open orders. Deal with Human resources matters such as leave and perform development system of quarterly evaluation reports. Adhere to regulations and legislation pertaining supply chain management unit. Facilitate and administer requisitions for good and services. Implement internal procurement policies, regulations systems and procedures. Maintain procurement and provisioning systems and processes. Administer payment processes. Knowledge of BAS and LOGIS financial systems. Ability to work under pressure. Supervision of the subordinates. Attend and respond to audit queries.

ENQUIRIES : Ms. Gugu Nkosi Tel No: (013) 766 3103 / Mr. Mxolisi Maseko Tel No: (013) 766 3351, Mr. Samson Nyoni Tel No: (013) 766 3087, Ms. Samukelisiwe Mgwenya Tel No: (013) 766 3540 and IT related queries: Help desk Tel No: (013) 766 3018.

OFFICE OF THE PREMIER

The Office of the Premier is looking for dynamic, innovative, experienced and suitable candidates to fill the following posts, listed in the various Units below.

APPLICATIONS : Should only be submitted online through the link: erecruitment.mpg.gov.za on the new Z83 form and should be accompanied by a comprehensive CV. Only short-listed candidates will be required to submit certified copies of qualifications. If no correspondence is received within two months of the closing date, applicants must accept that their applications have been unsuccessful.

CLOSING DATE : 23 October 2026

NOTE : The Office of the Premier is an equal opportunity employer. It is our intention to promote respresentativity in respect of race, gender and disability through the filling of these positions and that the candidature of persons, whose transfer/promotion/appointment will promote representativeness, will receive preference. The minimum entry requirement for Senior Management Services (SMS) posts is a Pre-entry Certificate that is obtainable through a course named Certificate for entry into SMS submitted prior to appointment, and the full details can be sourced by following the link: https://www.thensg.gov.za/training-course/sms-pre-entry-programme/. (SMS Pre-entry Certificate submitted prior appointment) All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The recommended candidates for Senior Management Level (SMS) and Middle Management Level (MMS) posts shall be subjected to a competency assessment. All appointments are subject to security clearance, security vetting, employment reference checks, qualification verification and signing of performance agreements.

OTHER POSTS

POST 36/284 : **SENIOR STATE LAW ADVISER: LEGAL ADVISORY SERVICES (OSD) REF NO: SSLALS/OTP/03**
Re-Advertisement

SALARY : R1 242 915 per annum (LP9 - OSD), (an all-inclusive remuneration package). The successful candidate will be required to enter into a Performance Agreement with the Principal State Law Adviser.

CENTRE : Mbombela

REQUIREMENTS : An LLB degree or a recognized 4-year legal qualification equivalent to NQF 8. Admission as an Advocate or Attorney. At least eight (8) years' appropriate post

qualification litigation/advisory experience. A postgraduate qualification will be an advantage; Knowledge of particular aspects of the Law; Knowledge and understanding of Constitutional Law, Human Rights and the Constitution of South Africa, practical experience in drafting of Bills; Knowledge of specifically the Public Service Act, Public Finance Management Act and Treasury Regulations. Skills and competences: Legal Research and drafting; Dispute resolution; Analytical thinking; Communication skills (written and verbal); Presentation and facilitation skills; Financial management skills; Computer literacy; Strategic planning capabilities and Leadership skills. Ability to work as part of a team, individual and to function effectively under pressure. Essential skills will include the following: Drafting of Provincial legislation, legal opinions and interpretation of legislation. Strategic capability and leadership, financial management, change management, knowledge management, People management and empowerment, programme and project management, service delivery innovations, communication, client orientation and customer focus, problem solving and analysis.

DUTIES : Provision of legal advice and furnishing of oral and written legal opinions and assistance to the Mpumalanga Provincial Government. Being responsible for the drafting of Provincial legislation and on a continuous basis, for the rationalization of Provincial laws, including old order legislation. Draft employment contracts, service level agreements, memoranda, letters and any other documents with a legal bearing. Formulate and scrutinize Provincial legislation, including subordinate legislation, i.e. Proclamations, Notices, Regulations, etc . Certify internal documents. Making inputs concerning policy formulation and implementation and preparing comments on draft Bills and policies of National Departments. Management of risks as identified in respect of the Legal Advisory Services Unit.

ENQUIRIES : should be directed to the Deputy Director: Internal HRM & D: Ms. SS Monareng: Tel No: (013) 766 2004.

POST 36/285 : **DEPUTY DIRECTOR: STRATEGIC MANAGEMENT AND PLANNING REF NO: DD-SMP/OTP/01**

SALARY : R932 292 per annum (Level 11), (an all-inclusive remuneration package). The successful candidate will be required to enter into a Performance Agreement with the Director: Strategic Management and Planning.

CENTRE : Mbombela

REQUIREMENTS : An appropriate SAQA-recognised undergraduate in Public Administration / Public Affairs / Public Management / Monitoring and Evaluation or relevant qualification (NQF Level 07). A minimum (3) years of functional work experience and should be at junior managerial level (Assistant Director level or equivalent). Knowledge of strategic management and service delivery improvement frameworks. Understanding of project management and financial management. In-depth knowledge and understanding of: Legislation governing planning and reporting. Data Collection. Analysis and report writing. Research methodology. Strategic Planning Processes. Ability to develop and apply policies. Sound organising, planning and excellent communication skills. Ability to work under pressure and long hours. Essential skills will include the following: Knowledge and Understanding of DPME Revised Framework, Project Management, Legislative Mandates, Treasury Regulation and Public Service Act. Competent skills in Computer Literacy, People Management, Planning and Organising, Report Writing and Minute Taking, Decision- making, Analytical Thinking and Problem Solving, and Communication and Presentation.

DUTIES : Facilitate and coordinate operational and strategic planning processes. Facilitate the development of a Strategic Plan, Provincial Program of Action and Annual Performance Plan. Coordinate the development of the departmental Annual Operational Plan. Develop, review and coordinate the implementation of departmental Information and Knowledge Management strategies, policies, frameworks, standard operating procedures and implementation plans. Coordinate and support Knowledge Management maturity assessments, compliance assessments, evidence collection, remedial action plans and reporting to oversight structures. Align Information and Knowledge Management initiatives with government priorities, departmental strategic plans, annual performance plans, operational plans. Develop compliance matrix. Develop reporting templates as per the approved plans.

Prepare Knowledge Management performance information for monthly, quarterly and annual reporting.

ENQUIRIES : should be directed to the Deputy Director: Internal HRM & D: Ms. SS Monareng Tel No: (013) 766 2004.

POST 36/286 : **DEPUTY DIRECTOR: RISK MANAGEMENT–BUSINESS CONTINUITY MANAGEMENT REF NO: DD-BCM/OTP/02**

SALARY : R932 292 per annum (Level 11), (an all-inclusive remuneration package)
CENTRE : Mbombela
REQUIREMENTS : Bachelor's degree or equivalent qualification in risk management, or a related field. Professional certifications in business continuity management. Minimum of (3) years of experience in business continuity management and 5 years in related field. Strong knowledge of business continuity management principles, methodologies, and best practices. Knowledge of BCM standards and frameworks such as ISO 22301 or NIST SP 800-34. Project management skills, with the ability to manage multiple projects simultaneously and meet tight deadlines. Familiarity with business continuity management software, tools and technologies. and Experience in conducting risk assessments and business impact analyses. Essential skills will include the following: Risk management. Ethics management. Business Continuity Management. Interpersonal relations. Strategic capability and leadership. Financial management. Change management. Report writing and presentation. Knowledge management. People management and empowerment. Programme and project management. Service delivery innovations. Client orientation and customer focus. Problem solving and analysis. Communications. The successful candidate will be required to enter into a Performance Agreement with the Director: Risk Management.

DUTIES : Develop and maintain business continuity program. Manage the entity-wide business continuity strategies and response arrangements. Provide technical advice to management to carry out business impact analysis and prepare business continuity plans. Manage the design, build, test and monitor the implantation of capacity BC planning. Liaise with ICT to ensure integration on business continuity plans to the disaster recovery. Develop central source of information and conduct awareness workshop.

ENQUIRIES : should be directed to the Deputy Director: Internal HRM & D: Ms. SS Monareng Tel No: (013) 766 2004.

POST 36/287 : **PERSAL CONTROLLER: FINANCIAL MANAGEMENT REF NO: PC-FM/OTP/04**

SALARY : R487 197 per annum (Level 09)
CENTRE : Mbombela
REQUIREMENTS : An appropriate Bachelor's Degree / National Diploma in Accounting/Financial Management (NQF Level 6) or Financial related Field. Minimum of 3 years' experience working in financial systems. Computer literacy. The candidate must have passed the PERSAL Controllers Course and extensive knowledge of the functionality and capabilities of the PERSAL System. Knowledge of Public Financial Management Act. Basic Accounting System (BAS) and other financial systems (LOGIS, PERSAL, etc.) Financial reporting. Treasury regulations. Essential skills will include the following: Planning and Organising Skills. Communication. Conflict management. Motivation skills. Report writing. Logical and analytical thinking. Peoples Management skills. Interpersonal Skills. Decision-making. Problem solving skills. Minutes taking.

DUTIES : Register and maintain PERSAL user profile. Register PERSAL user and revisers, ensure orientation and maintain profile through selective allocation of functions. Facilitate the training of PERSAL users in the Department. Signing of monthly RACEF reports and examining of daily RACEF Report. Reset revoked users and restore their access to the salary system when authorised. Develop, review and maintain policy ,procedures and best practices pertaining to PERSAL user and system management. Represent the Department on the provincial PERSAL forum. Regularly monitor the audit- and control reports available on PERSAL.

ENQUIRIES : should be directed to the Deputy Director: Internal HRM & D: Ms. SS Monareng Tel No: (013) 766 2004.

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 : 23 October 2026

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. 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. Selection panels shall score both technical exercises as an additional criterion in the interview process. 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 36/288 : **MEDICAL OFFICER GRADE REF NO: NCDOH 79/2026 (X2 POSTS)**

SALARY Grade 1: R1 041 402 per annum
Grade 2: R1 188 255 per annum
Grade 3: R1 375 245 per annum

CENTRE : Kenhardt CHC & Keimoes CHC, ZF Mgcawu District

REQUIREMENTS : Appropriate qualification that allows registration with the Health Professional Council of South Africa (HPCSA) as Medical Practitioner. Registration with the HPCSA as Medical Practitioner. Experience: **Grade 1**: None after registered as Medical Practitioner with the HPCSA in respect of SA qualified employees 1-year relevant experience after registration as Medical Practitioner with recognised Foreign Health Professional Council in respect of foreign qualified employees, of whom is not required to perform Community Service as required in South Africa. **Grade 2**: A minimum of five (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 ten (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 request of foreign qualified employees, of whom

		is not required to perform Community Service as required in South Africa. Inherent requirement of the job: Valid (Code B/EB) driver's licence.
DUTIES	:	The candidate will be expected to Interview, examine, investigate, diagnose and oversee the treatment of patients, including chronic medical ailment/conditions, medical, surgical, obstetrics and gynecological emergencies, HIV and TB patients, sick children, antenatal, intrapartum and postnatal patients Trauma & Emergency Unit. Ensure comprehensive clinical record keeping. Manage Clinical services and supervise junior doctors (undergraduate's students, interns and community service doctors). Develop systems for appropriate levels of care, referral pathways, seamless and integrated service delivery system.
ENQUIRIES	:	Mr. D. Theys Tel No: (054) 830 2102
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
NOTE	:	All applicants must complete an application register when an application is hand delivered.
POST 36/289	:	**OPERATIONAL MANAGER (PRIMARY HEALTH CARE) REF NO: NCDOH 80/2026**
SALARY	:	R720 819 per annum
CENTRE	:	Progress Clinic, ZF Mgcawu District
REQUIREMENTS	:	Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Registration with the SANC as Professional Nurse. Post basic qualification with a duration of at least 1 year in Curative Skills in Primary Health Care accredited with the SANC. Experience: **Grade 1:** 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 in the relevant speciality.
DUTIES	:	Provision of quality comprehensive community health care, Provision of administrative services, Provision of educational services, Provision of clinical services, Usage of equipment and machinery, Research responsibility.
ENQUIRIES	:	Mr. F. van Neel Tel No: (054) 337 0600
APPLICATIONS	:	Applications must be e-mailed to nchealthhr-zfm@ncpg.gov.za or be hand delivered to 110 Schroder Street, ZF Mgcawu District Office (Old Gordonia Hospital), Upington or couriered via postal services to 110 Schroder Street (Old Gordonia Hospital) Private Bag X5900, Upington, 8801.
NOTE	:	All applicants must complete an application register when an application is hand delivered.
POST 36/290	:	**OPERATIONAL MANAGER GENERAL (TB FOCAL) REF NO: NCDOH 81/2026 (X1 POST)**
SALARY	:	R571 161 per annum
CENTRE	:	Springbok Hospital, Namakwa District
REQUIREMENTS	:	Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Registration with the SANC as Professional Nurse Valid driver's licence is an inherent requirement. Experience: A minimum of 7 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing.
DUTIES	:	Put systems in place for effective Management of Tuberculosis in Hospital Monitor and evaluate the impact of interventions at Drug Resistant TB sites and Care and support programme Promote integration among programmes (partnerships and network with relevant stakeholders) Manage resources (financial, physical and human) Capacity Building (Health Professional, Coordinators and CHW's). Manage Infection Prevention Control within the Hospital. Coordinate the management of TB/HIV co-infection within the hospital.
ENQUIRIES	:	Mr D. Grootboom, Ms. EA Cloete Tel No: (027) 712 1601 / (027) 712 1078 (Namakwa District)
APPLICATIONS	:	for Namakwa District: Application must be e-mailed to namakwaapplications@gmail.com and hand delivered or couriered via postal

services to 7 Rivierstreet, Springbok, Postal address: Private Bag X10, Springbok, 8240.

NOTE : Applicants must complete an application register when an application is hand delivered.

POST 36/291 : **CLINICAL NURSE PRACTITIONER-PRIMARY HEALTH CARE REF NO NCDOH 82/2026 (X2 POSTS)**

SALARY : Grade 1: R495 423 – R558 093.per annum
Grade 2: R607 350 – R681 657 per annum

CENTRE : Lutzburg Clinic, ZF Mgcawu District

REQUIREMENTS : Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. A post-basic nursing qualification, with a duration of at least 1 year, accredited with the SANC in one of the specialties referred to in the glossary of terms. Registration with the SANC as Professional Nurse. A post-basic nursing qualification, with a duration of at least 1 year, accredited with the SANC in one of the specialties: Clinical Nursing Science, Health Assessment and Treatment (PHC), Experience**: Grade 1**: A minimum of 4 years'' appropriate/recognizable nursing experience after registration with the SANC as Professional Nurse in General Nursing. **Grade 2:** A minimum of 14 years appropriate/recognizable nursing experience after registration the SANC as Professional Nurse 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 in Clinical Nursing Science: Health Assessment, Treatment and Care (R48), accredited with the SANC.

DUTIES : Provision of quality comprehensive community health care, Provision of administrative services, Provision of educational services, Provision of clinical services, Usage of equipment and machinery, Research responsibility.

ENQUIRIES : Mr. F. van Neel Tel No: (054) 337 0600

APPLICATIONS : Applications must be e-mailed to nchealthhr-zfm@ncpg.gov.za or be hand delivered to 110 Schroder Street, ZF Mgcawu District Office (Old Gordonia Hospital), Upington or couriered via postal services to 110 Schroder Street (Old Gordonia Hospital) Private Bag X5900, Upington, 8801.

NOTE : All applicants must complete an application register when an application is hand delivered.

POST 36/292 : **PROFESSIONAL NURSES (GENERAL NURSING) REF NO: NCDOH 83/2026 (X2 POSTS)**

SALARY : Grade 1: R337 359 – R380 031 per annum
Grade 2: R411 978 – R464091 per annum
Grade 3: R495 423 – R558 093 per annum
(depending on years of experience)

CENTRE : Askham CHC, ZF Mgcawu Health District

REQUIREMENTS : Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse, Registration with the SANC as Professional Nurse. Experience**: Grade 1**: None, **Grade 2:** A minimum of 10 years' experience appropriate /recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing, **Grade 3:** A minimum of 20 years' experience appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing Skills Profile: Good Communication skills, Report writing skills Facilitation skills, Co-ordination skills, Liaison skills, Networking skills, Problem solving skills, Information Management, Knowledge Management, Planning & Organising, Computer Literacy.

DUTIES : 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.

ENQUIRIES : Mr. F. van Neel Tel No: (054) 337 0600

APPLICATIONS	:	Applications must be e-mailed to nchealthhr-zfm@ncpg.gov.za, hand delivered at 52 Schroder Street, (Old Gordonia Hospital) ZF Mgcawu District Office, Upington.
NOTE	:	All applicants must complete an application register when an application is hand delivered.
POST 36/293	:	**PROFESSIONAL NURSES (GENERAL NURSING) REF NO: NCDOH 84/2026 (X2 POSTS)**
SALARY	:	Grade 1: R337 359 – R380 031 per annum Grade 2: R411 978 – R464 091 per annum Grade 3: R495 423 – R558 093 per annum (depending on years of experience)
CENTRE	:	Wege Hospital, Hopetown
REQUIREMENTS	:	Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse, Registration with the SANC as Professional Nurse. Experience: **Grade 1**: None, **Grade 2**: A minimum of 10 years' experience appropriate /recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing, **Grade 3**: A minimum of 20 years' experience appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing Skills Profile: Good Communication skills, Report writing skills Facilitation skills, Co-ordination skills, Liaison skills, Networking skills, Problem solving skills, Information Management, Knowledge Management, Planning & Organising, Computer Literacy.
DUTIES	:	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.
ENQUIRIES	:	Mrs B Jack HRA – District Office/ Tel No: (053) 632 4000/4206
APPLICATIONS	:	Please note applications can be hand delivered Human Resource Registry, De Aar Hospital. Van der Merwe Street, De Aar, Or; P O Box 647 De Aar or emailed at NCHealthHR-Pixley@ncpg.gov.za
NOTE	:	All applicants must complete an application register when an application is hand delivered.
POST 36/294	:	**OUTREACH TEAM LEADERS (WBPHCOT PROGRAMME)- PROFESSIONAL NURSE (GENERAL NURSING) REF NO: NCDOH 85/2026 (X15 POSTS)**
SALARY	:	Grade 1: R337 359 – R380 031 per annum Grade 2: R411 978 – R464091 per annum Grade 3: R495 423 – R 558 093 per annum (depending on years of experience)
CENTRE	:	Districts Frances Baard (15)
REQUIREMENTS	:	Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Registration with the SANC as Professional Nurse. Driver's license. Experience: **Grade 1**: None, **Grade 2**: A minimum of 10 years' experience appropriate /recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing, **Grade 3**: A minimum of 20 years' experience, appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing.
DUTIES	:	To lead and manage the WBPHCOT to achieve defined population coverage and measurable improvements in community health through prevention, early identification, referral, linkage and follow-up. 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 other health facilities, strengthening community-based services. Objectives: Continuity of health care services to individuals and households. Provide management, supervision and oversight

		leadership for the WBPHOT. Monitoring and Reporting of WBPHOT. Guidance and expert support to WBPHOT. Assist with achieving targets as identified by health facilities. Facilitate community mobilisation and create awareness on health diseases through awareness campaigns and mobilise around community needs. Recording and Reporting all activities as per reporting tools Applications for Frances Baard.
ENQUIRIES	:	Mr MC Joka or Mr ND Mohamad Tel No: (053) 861 4770
APPLICATIONS	:	Please post or courier your application to: The Department of Health: Frances Baard Health District; 119 Green Street; Riviera, Kimberley, 8301 or hand deliver at the Registry Office at the Frances Baard Health District Office, Green street, Old West End Hospital or emailed to: ncHealthHR-FBD@ncpg.gov.za
NOTE	:	Applicants must complete an application register when an application is hand delivered.
POST 36/295	:	**OUTREACH TEAM LEADERS (WBPHCOT PROGRAMME)-PROFESSIONAL NURSE (GENERAL NURSING) REF NO: NCDOH 85/2026 (X15 POSTS)**
SALARY	:	Grade 1: R337 359 – R380 031 per annum Grade 2: R411 978 – R464 091 per annum Grade 3: R495 423 – R 558 093 per annum (depending on years of experience)
CENTRE	:	Namakwa District
REQUIREMENTS	:	Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Registration with the SANC as Professional Nurse. Driver's license. Experience: **Grade 1**: None, **Grade 2:** A minimum of 10 years' experience appropriate /recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing, **Grade 3**: A minimum of 20 years' experience appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing.
DUTIES	:	To lead and manage the WBPHCOT to achieve defined population coverage and measurable improvements in community health through prevention, early identification, referral, linkage and follow-up. 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 other health facilities, strengthening community based services. Objectives: Continuity of health care services to individuals and households. Provide management, supervision and oversight leadership for the WBPHOT. Monitoring and Reporting of WBPHOT. Guidance and expert support to WBPHOT. Assist with achieving targets as identified by health facilities. Facilitate community mobilisation and create awareness on health diseases through awareness campaigns and mobilise around community needs. Recording and Reporting all activities as per reporting tools Applications for Zwelentlanga Fatman Mgcawu
ENQUIRIES	:	Mr. F. van Neel/Ms. B. van Loggenberg Tel No: (054) 337 0600
APPLICATIONS	:	Applications must be e-mailed to NCHealthHR-ZFM@ncpg.gov.za or be hand delivered to 110 Schroder Street, ZF Mgcawu District Office (Old Gordonia Hospital), Upington or couriered via postal services to 110 Schroder Street (Old Gordonia Hospital) Private Bag X5900, Upington, 8801. Applicants must complete an application register when an application is hand delivered.
NOTE	:	All applicants must complete an application register when an application is hand delivered.
POST 36/296	:	**OUTREACH TEAM LEADERS (WBPHCOT PROGRAMME)-PROFESSIONAL NURSE (GENERAL NURSING) REF NO: NCDOH 85/2026 (X13 POSTS)**
SALARY	:	Grade 1: R337 359 – R380 031 per annum Grade 2: R411 978 – R464 091 per annum Grade 3: R495 423 – R 558 093 per annum (depending on years of experience)
CENTRE	:	John Taolo Gaetsewe
REQUIREMENTS	:	Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse.

		Registration with the SANC as Professional Nurse. Driver's license. Experience: **Grade 1:** None, **Grade 2**: A minimum of 10 years' experience appropriate /recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing, **Grade 3:** A minimum of 20 years' experience appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing.
DUTIES	:	To lead and manage the WBPHCOT to achieve defined population coverage and measurable improvements in community health through prevention, early identification, referral, linkage and follow-up. 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 other health facilities, strengthening community based services. Objectives: Continuity of health care services to individuals and households. Provide management, supervision and oversight leadership for the WBPHOT. Monitoring and Reporting of WBPHOT. Guidance and expert support to WBPHOT. Assist with achieving targets as identified by health facilities. Facilitate community mobilisation and create awareness on health diseases through awareness campaigns and mobilise around community needs. Recording and Reporting all activities as per reporting tools Applications for John Taolo Gaetsewe District
ENQUIRIES	:	Mr LI Moemedi Tel No: (053) 775 1149
APPLICATIONS	:	Please note applications can be hand delivered to 1 Petso Street, Kagisho Health Centre, Mothibistad or E-Mailed at NCHealthHR-JTG@ncpg.gov.za
NOTE	:	All applicants must complete an application register when an application is hand delivered
POST 36/297	:	**OUTREACH TEAM LEADERS (WBPHCOT PROGRAMME)-PROFESSIONAL NURSE (GENEREAL NURSING) REF NO: NCDOH 85/2026 (X15 POSTS)**
SALARY	:	Grade 1: R337 359 – R380 031 per annum Grade 2: R411 978 – R464 091 per annum Grade 3: R495 423 – R558 093 per annum (depending on years of experience)
CENTRE	:	Namakwa District
REQUIREMENTS	:	Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Registration with the SANC as Professional Nurse. Driver's license. Experience: **Grade 1**: None, **Grade 2:** A minimum of 10 years' experience appropriate /recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing, **Grade 3**: A minimum of 20 years' experience appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing.
DUTIES	:	To lead and manage the WBPHCOT to achieve defined population coverage and measurable improvements in community health through prevention, early identification, referral, linkage and follow-up. 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 other health facilities, strengthening community based services. Objectives: Continuity of health care services to individuals and households. Provide management, supervision and oversight leadership for the WBPHOT. Monitoring and Reporting of WBPHOT. Guidance and expert support to WBPHOT. Assist with achieving targets as identified by health facilities. Facilitate community mobilisation and create awareness on health diseases through awareness campaigns and mobilise around community needs. Recording and Reporting all activities as per reporting tools Applications for Namakwa District.
ENQUIRIES	:	Mr D. Grootboom, Ms. EA Cloete Tel No: (027) 712 1601 / (027) 712 1078 (Namakwa District)
APPLICATIONS	:	Namakwa District: Application must be e-mailed to namakwaapplications@gmail.com and hand delivered or couriered via postal services to 7 Rivierstreet, Springbok, Postal address: Private Bag X10, Springbok, 8240.

NOTE : Applicants must complete an application register when an application is hand delivered.

POST 36/298 : **OUTREACH TEAM LEADERS (WBPHCOT PROGRAMME)- PROFESSIONAL NURSE (GENEREAL NURSING) REF NO: NCDOH 85/2026 (X14 POSTS)**

SALARY : Grade 1: R337 359 per annum
Grade 2: R411 978 per annum
Grade 3: R495 423 per annum

CENTRE : Districts Pixley ka Seme District

REQUIREMENTS : Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Registration with the SANC as Professional Nurse. Driver's license. Experience: **Grade 1**: None, **Grade 2:** A minimum of 10 years' experience appropriate /recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing, **Grade 3:** A minimum of 20 years' experience appropriate/recognizable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing.

DUTIES : To lead and manage the WBPHCOT to achieve defined population coverage and measurable improvements in community health through prevention, early identification, referral, linkage and follow-up. 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 other health facilities, strengthening community based services. Objectives: Continuity of health care services to individuals and households. Provide management, supervision and oversight leadership for the WBPHOT. Monitoring and Reporting of WBPHOT. Guidance and expert support to WBPHOT. Assist with achieving targets as identified by health facilities. Facilitate community mobilisation and create awareness on health diseases through awareness campaigns and mobilise around community needs. Recording and Reporting all activities as per reporting tools Applications for Pixley Ka Seme District

ENQUIRIES : Mrs B Jack HRA/Ms McCloen (District Director) – District Office/ Tel No: (053) 632 4000

APPLICATIONS : must be emailed to nchealthhr-Pixley@ncpg.gov.za or hand delivered or couriered via postal to Van der Merwe Street, De Aar,7000.

POST 36/299 : **ARTISAN GRADE A-C REF NO: NCDOH 91/2026**

SALARY : R253 341 - R345 342 per annum

CENTRE : District Office, ZF Mgcawu District

REQUIREMENTS : Grade 12/Senior Certificate. A valid Driver's License. The incumbent must be in possession of a prescribed level of qualification as determined by the relevant trade and meet the relevant statutory requirements by successful completion of a recognised trade test. Appropriate trade test certificate in the following identified fields; building environment, mechanical environment, printing environment, electrical environment, electrical environment, industrial environment and textile environment. Competencies Technical - Technical analysis knowledge, computer aided technical applications, knowledge of legal compliance, technical report writing, production, process knowledge and skills. Competencies Generic - problem solving and analysis, decision making, team work, analytical skills, creativity, self-management, customer focus and responsiveness, communication, computer skills, planning and organizing.

DUTIES : To render technical design, production, operation and maintenance services. Inspect equipment and/or facilities for technical faults. Repair equipment and facilities according to standards. Test repair equipment and/or facilities against specifications. Service equipment and/or facilities against specifications. Service equipment and/or facilities according to schedule. Quality assure serviced and maintained equipment .and/or facilities. Perform administrative and related functions. Compile and submit reports. Provide inputs to the operational plan. Keep and maintain job record/register. Supervise and mentor staff. Maintain expertise - continuous individual development to keep up with new technologies and procedures.

ENQUIRIES : Mr. F. van Neel Tel No: (054) 337 0600

APPLICATIONS	:	Applications must be e-mailed to nchealthhr-zfm@ncpg.gov.za or be hand delivered to 110 Schroder Street, ZF Mgcawu District Office (Old Gordonia Hospital), Upington or couriered via postal services to 110 Schroder Street (Old Gordonia Hospital) Private Bag X5900, Upington, 8801.
NOTE	:	All applicants must complete an application register when an application is hand delivered.
POST 36/300	:	**EMERGENCY CARE OFFICER REF NO: NCDOH 90 /2026**
SALARY	:	Grade 1: R194 988 per annum Grade 3: R226 701 per annum
CENTRE	:	ZF Mgcawu District
REQUIREMENTS	:	Grade 1: Successful completion of an appropriate Basic Life Support (BLS) course that allows registration with the HPCSA as Basic Ambulance Assistant. Registration with the HPCSA as Basic Ambulance Assistant (BAA). **Grade 3**: Successful completion of an appropriate Intermediate Life Support (ILS) course that allows registration with the HPCSA as Ambulance Emergency Assistant. Registration with the HPCSA as Ambulance Emergency Assistant (AEA). Experience: **Grade 1**: None after registration with the HPCSA as Basic Ambulance Assistant **Grade 3:** None after registration with the HPCSA as Ambulance Emergency Assistant.
DUTIES	:	Responsible for the treatment of patient within the scope of practice of Basic Ambulance Assistant. Transport patients as part of Planned Patient Transport and inter-facility transfer system under Emergency Medical Services. Provide emergency medical care and related assistance during special events. Responsible for care and proper management of Emergency Medical Services resources. Provide emergency medical assistance and other duties required by Directorate. Perform any other duties as delegated by the supervisor. Candidates are expected to work shift. Candidates are also expected to undergo through physical and Medical surveillance.
ENQUIRIES	:	Mr. F. van Neel Tel No: (054) 337 0600
APPLICATIONS	:	Applications must be e-mailed to nchealthhr-zfm@ncpg.gov.za or be hand delivered to 110 Schroder Street, ZF Mgcawu District Office (Old Gordonia Hospital), Upington or couriered via postal services to 110 Schroder Street (Old Gordonia Hospital) Private Bag X5900, Upington, 8801.
NOTE	:	All applicants must complete an application register when an application is hand delivered.
POST 36/301	:	**NURSING ASSISTANT (NURSING AUXILIARY) REF NO: NCDOH 92/2026**
SALARY	:	Grade 1: R181 230 – R204 156 per annum Grade 2: R211 401 – R236 376 per annum Grade 3: R249 141 – R280 119 per annum (depending on years of experience)
CENTRE	:	Kakamas Hospital, ZF Mgcawu District
REQUIREMENTS	:	Qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Nursing Assistant, Registration with the SANC as Nursing Assistant. Experience: **Grade 1**: None**, Grade 2:** A minimum of 10 years' experience after registration with the SANC as a nursing assistant, **Grade 3:** A minimum of 20 years of experience after registration with the SANC as Nursing Assistant.
DUTIES	:	Assist patients with activities of daily living (physical care), Prove elementary clinical nursing care, Maintain professional growth/ethical standards and self-development.
ENQUIRIES	:	Mr. F. van Neel Tel No: (054) 337 0600
APPLICATIONS	:	Applications must be e-mailed to nchealthhr-zfm@ncpg.gov.za or be hand delivered to 110 Schroder Street, ZF Mgcawu District Office (Old Gordonia Hospital), Upington or couriered via postal services to 110 Schroder Street (Old Gordonia Hospital) Private Bag X5900, Upington, 8801.
NOTE	:	All applicants must complete an application register when an application is hand delivered.

OFFICE OF THE PREMIER

The Northern Cape Office of the Premier is committed to providing equal opportunities and practicing affirmative action employment. We intend to promote equity through the fulfillment 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. Preference will be given to females as per the Northern Cape Office of the Premier Employment Equity Targets. Women and people with disabilities are encouraged to apply.

APPLICATIONS : Please forward the applications for the post quoting the relevant reference number to: Senior Manager, Human Resources Administration, Office of the Premier, Kimberley, 8300, hand deliver at T & I Building, 69 Monument Heights, Office of the Premier, Ground Floor (Security) and/or email addresses provided for each individual post.

FOR ATTENTION : Ms. K. Moremi

CLOSING DATE : 23 October 2026

NOTE : Compliance: Applications must be submitted on the approved New Amended Z83 Form (No.81/971431) as prescribed with effect from 01 January 2021, which must be signed, initialled and dated; however, the initial on the second page of the form is not mandatory. The form is obtainable from any Public Service Department or on the DPSA website, www.dpsa.gov.za. Applicants must indicate the post and the correct reference number on the Z83 application Form. The New Z83 Form must be accompanied by a detailed Curriculum Vitae clearly indicating positions held, period in the position and key responsibilities with three contactable referees, and it is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation report (only when shortlisted). DPSA Circular 03 of 2025 states that the form must be completed in a manner that provides sufficient information about the candidate and the post applied for by completing all relevant fields. Please note that Part A must be fully completed. Part B, C and D questions of the Z83 may be left blank, marked as not relevant, and use dashes or N/A if they do not apply to you or the position applied for. Part E, F and G do not need to be completed if the CV has been attached and provides the required information. However, the question related to conditions that prevent re-appointment under Part F is compulsory for applicants seeking re-employment into the Public Service. Applicants currently employed by the public service do not need to complete the section as it is intended for those seeking re-employment. Failure to provide information on the CV as requested the applicant may be disqualified. Applications received after the closing date will, as a rule, not be accepted. Only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interviews. It will be expected of candidate(s) to be available for the interview process on a date, time and place as determined by the Department. All shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. All shortlisted candidates for SMS posts will be subjected to a technical exercise and interview. Following the technical exercise and interview, a maximum of three (3) SMS candidates will undergo psychometric assessments to assess cognitive capabilities, behavioural preferences, emotional intelligence, and integrity. Applicants could be required to provide consent for access to their social media accounts. Prior to appointment for SMS, a candidate would be required to complete the Nyukela Programme: Pre-entry Certificate to Senior Management Services as endorsed by DPSA, which is an online course, endorsed by the National School of Government (NSG). The course is available at the NSG under the name Certificate for entry into the SMS, and the full details can be sourced by the following link: https://www.thensg.gov.za/training-course/sms-pre-entry-programme/ Shortlisted candidate(s) will be required to undergo personal suitability checks, which include criminal records, citizenship, financial credits/assets, qualifications verification, verification of any dismissal for misconduct, and previous employment background/reference checks will be verified. Candidates will be subject to security screening and vetting. Applicants must disclose if he/she is not a Director/Shareholder of a company or conducting 162 any business with an Organ of State and whether he/she is performing any additional remunerative work outside his/her normal duties. The successful candidate will enter into an Annual Performance Agreement, and also annually disclose his/her financial interest. The Department reserves

the right not to make appointments. Candidates requiring additional information regarding the advertised post must direct their enquiries to the relevant person indicated. Communication and Correspondence will be limited to shortlisted candidates only. If you have not been contacted within three (3) months after the closing date, please accept that your application was unsuccessful.

OTHER POSTS

POST 36/302 : **DEPUTY DIRECTOR: PERFORMANCE MONITORING DATA MANAGEMENT SYSTEM REF NO: DD/PMDMS/2026**

SALARY : R1 101 468 per annum (Level 12), (all-inclusive salary package)
CENTRE : Kimberley
REQUIREMENTS : Applicants should be in possession of a 3-year tertiary qualification in Public Administration, Development Planning, Monitoring and Evaluation. Post Graduate Degree will serve as an added advantage. 5- years Practical Experience in Monitoring and Evaluation and Planning. 3 years Assistant Management experience. Knowledge in Financial Management, Human Re source Management, Government Planning Frameworks, Government Monitoring and Evaluation Frameworks, Policy Development, Planning and co-ordination, Data base management, Computer Literacy – advanced, Compilation of management reports, Research Methodology, Managerial functions, Project Management, Public Administration and Management. Performance Information Management, data analysis and interpretation, data quality assurance and verification, and development and maintenance of performance monitoring and data management systems. Advanced Knowledge of Impact Assessment, Project Management, Evaluation and Research Methodology. A valid driver's licence. Competencies: The following key competencies and skills are required for the position: Mathematics & analytical, Computer Literacy, Written and verbal, Organizing and administrative planning, Formal Presentation, Interpersonal relationship, Budgeting, Problem solving, Time Management, Conflict Management, Policy formulation, Research methodology, Facilitation and coordination, develop new ideas that impact on existing methods/ policies / understanding. Data and Performance Information Management: Data interpretation, data management and quality assurance, and performance information management.
DUTIES : The successful candidate will be responsible for, amongst others, the following key functions: To manage and coordinate provincial performance data for reporting and performance analysis on national and provincial priorities, through integrated monitoring data management systems, Management of, and contributing to, the development of an integrated monitoring and evaluation assessment on performance reports of departments; Coordination and monitoring of the implementation of the Annual Performance Plans; Monitor the submission of quarterly performance reports by all provincial departments in accordance with the regulated timeframes. Ensure the quality, accuracy and reliability of provincial performance data; Coordination and monitoring of the development of provincial information management reporting systems and capacity development; Guide the business processes and reporting requirements for data management and reporting of government priorities and sector development indicators, Provisioning of support to Internal and external stakeholders; Operational Management and Governance within the Directorate.
ENQUIRIES : Ms. S. Vallabh Tel No: (053) 030 0654
APPLICATIONS : Email applications to: ddpmdms2026@ncotp.gov.za

POST 36/303 : **ASSISTANT DIRECTOR: HRA, HR PLANNING AND SYSTEMS REF NO: AD/HRA, PLANNING & SYSTEMS/2026**

SALARY : R487 197 per annum (Level 09)
CENTRE : Kimberley
REQUIREMENTS : Applicants should be in possession of a National Diploma (NQF level 6) in Human Resource Management or Public Administration/Management qualification. Three (3) years' proven experience at supervisory level in Human Resource Management. Computer literacy (MS Word, Excel, PowerPoint, Outlook). A valid driver's licence. Skills: Database and HR Systems Management, Research and analytical skills, Numerical and statistical skills, Information management skills, Communications skills (written and verbal),

Interpersonal relations, Client service orientation, Problem solving skills, Conflict management, Ability to work under pressure, Time management, Planning and organising skills, Attention to detail, Confidentiality and professional ethics, Team work and collaboration, Adaptability and initiative. Competencies: The following key competencies and skills are required for the position: In depth knowledge of the Public Service Act and Regulations, DPSA directives and HR prescripts. Experience in PERSAL system and HR information systems; HR administration and compliance monitoring, Report writing, Policy analysis and development, HR planning and workforce analysis, Recruitment and selection monitoring, Employment Equity coordination, PERSAL Reporting, Data analysis and interpretation, Presentation and facilitation skills, Records and document management. Knowledge of the Public Service Act and Regulations, DPSA directives and HR prescripts, Employment Equity Act and related reporting requirements, Recruitment and Selection transcripts, Job Evaluation principles and processes, PERSAL and vacancy management reporting, HR Planning Frameworks and reporting requirements, HR policy development and consultation processes, Public administration and governance structures, Departmental strategic planning and reporting processes.

DUTIES : The successful candidate will be responsible for, amongst others, the following key responsibilities: Coordinate and monitor the implementation of Human Resource administration practices, recruitment and appointment processes across provincial departments; Monitor departmental compliance with applicable HR legislation, regulations, policies, circulars, determinations, directives and recruitment and selection prescripts; Analyse departmental HR administration, recruitment, vacancy and compliance information to identify trends, risks, gaps and areas of non-compliance; Provide recruitment and selection support in relation to the appointment of Heads of Departments; Monitor and track the filling of funded vacant posts, vacancy rates, recruitment turnaround times and departmental progress against Employment Equity and workforce transformation targets; Compile and maintain consolidated provincial reports, records and supporting evidence on HR administration, recruitment, vacancies, Employment Equity and compliance for management, governance, audit and oversight purposes; Provide inputs with the development and review provincial transversal HRA policies, frameworks, guidelines and plans; Conduct research on relevant HRA prescripts, DPSA directives, collective agreements and best practices; Prepare draft HRA policies in line with applicable legislation, national frameworks, organisational strategy and provincial priorities; Ensure the coordination and support of provincial HR governance structures and inter-departmental forums; Monitor departmental compliance with PILIR requirements and quarterly reporting obligations; Analyse PERSAL and other HR information system data to identify trends and risks; Prepare consolidated reports on PILIR, HR information, staff establishment and compensation of employee costing; Conduct annual provincial HR Planning assessments; Compile provincial HR Planning compliance report. Provide operational leadership, supervision and the management of staff performance.

ENQUIRIES : Mr. V. Fredericks Tel No: (053) 030 0690

APPLICATIONS : Email applications to: adhraplansystems2026@ncotp.gov.za

POST 36/304 : **ASSISTANT DIRECTOR: DESKTOP SUPPORT REF NO: AD/DS/2026**
(This is a re-advertisement; applicants who applied previously are encouraged to re-apply if they are still interested in the post)

SALARY : R487 197 per annum (Level 09)

CENTRE : Kimberley

REQUIREMENTS : Applicants should be in possession of a National Diploma (NQF level 6) in Information Technology/Computer Science-related qualification. Three (3) years' proven experience at supervisory level in Information Communication Technology support. Specialist training with desktop and network support is essential. Experience in Microsoft Systems and Server administration including Active Directory Users and Computers, Group Policy Management, Desktop Virtualisation Administration, and associated software. Good computer skills (including Excel, Word, PowerPoint and Outlook). A valid driver's licence. Competencies: The following key competencies and skills are required for the position: Good computer skills (including Excel, Word, PowerPoint and Outlook). Good interpersonal skills and communication skills (verbal and

written). Good administration, presentation and reporting skills. Leadership and management skills. Ability to maintain a high level of confidentiality.

DUTIES : Responsible for assisting in planning of ICT desktop support for the Department. Ensuring data integrity and computer maintenance. Configure computer hardware and software. Configure network devices and email accounts for all users in the Department. IT equipment maintenance and disposal by following prescribed procedure. Assist with specification of ICT equipment. Attend relevant meetings and development opportunities. Develop, implement and monitor related risks, IT-related policies and procedures. Relevant Public Service Regulations. Supervising the ICT Infrastructure team, providing direction and developing staff to ensure team members are effective, motivated, accountable and provide a high level of service. Oversees ICT project implementation, application support and ensures compliance with IT security standards. Provides supervision and technical guidance to IT Support Technicians, manages service desk escalations, and ensures SLA adherence. Supports interactive technologies and maintains IT asset registers while staying aligned with IT best practices and policies.

ENQUIRIES : Ms. T. Toloane Tel No: (053) 030 0752

APPLICATIONS : Email applications to: asdds@ncotp.gov.za

ANNEXURE Z

PROVINCIAL ADMINISTRATION: NORTH WEST
DEPARTMENT OF HEALTH

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.

APPLICATIONS	:	Applications quoting relevant reference, should be forwarded as follows: Provincial Office, Private Bag X2068, Mmabatho, 2735, must be forwarded to: Healthjobs@nwpg.gov.za or can be hand delivered at the Ngaka Modiri Molema District Office, SABC Building, Dr Albert Luthuli Drive, University Road, Mmabatho, 2735, Mafikeng.
FOR ATTENTION	:	Mr KM Motoko
CLOSING DATE	:	23 October 2026
NOTE	:	The Department requests applicants to apply by submitting applications on the most recent Z83 form obtainable from any Public Service Department or on the DPSA website link: https://www.dpsa.gov.za/newsroom/psvc/ and a comprehensive CV only (with detailed previous experience). Failure to do so will result in your application being disqualify. All shortlisted candidates for SMS posts will be subjected to a technical exercise and interview. Following the technical exercise and interview, a maximum of three (3) SMS candidates will undergo psychometric assessments to assess cognitive capabilities, behavioural preferences, emotional intelligence and integrity. 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. 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. Foreign qualifications must be accompanied by an evaluation report issued by SAQA. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation (only when shortlisted). Applications: Please ensure that you submit your application before the closing date as no late applications will be considered. If you apply for more than one post, submit separate applications for each post that you apply for. Due to the large number of applications we envisage to receive, applications will not be acknowledged. Should you not be contacted within 3 months of the closing date of the advertisement, please consider your application to be unsuccessful. Important: North West Department of Health is an equal opportunity and affirmative action employer. It is our intention to promote representivity in North West Department of Health through the filling of posts. The Department reserves the right not to fill a position. Shortlisted candidates will be required to be available for assessments and interviews at a date and time as determined by the Department. All shortlisted candidates will be subjected to personnel suitability checks. The successful candidate will be subjected to undergo security vetting. North West Department of Health will conduct reference checks which may include social media profiles of the shortlisted candidates. Applicants must declare any pending criminal, disciplinary 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 security clearance process. The successful candidate will be required to enter into an employment contract and sign a performance agreement with the Department.

MANAGEMENT ECHELON

POST 36/305	:	**CHIEF EXECUTIVE OFFICER REF NO: 01/2026/01**
SALARY	:	R1 317 384 per annum, (all-inclusive SMS package)
CENTRE	:	Joe Morolong Memorial Hospital (Vryburg) Witrand Hospital – (Potchefstroom)
REQUIREMENTS	:	Bachelor's Degree in Health Sciences (NQF Level 7) as recognised by SAQA. A Post-Graduate Diploma in Management will be an added advantage. Five (5) years of experience at a Middle/Senior Management level in the Health Sector. Pre-entry Certificate for the Senior Management Services (SMS) as endorsed

by the National School of Government, submitted prior to appointment. A valid driver's license. Computer literacy. Sound understanding of hospital services and broader health service delivery issues, District Health System, Human Resource, Finance, Supply Chain Management, Public Health Policy and related issues. Core Management Competencies: Strategic capability and leadership, People management and empowerment, Programme and Project management, Financial Management, Change management, Knowledge Management, Service delivery innovation, Problem solving and analysis, Conflict management, client orientation and customer care and Communication. Knowledge and understanding of the hospital environment.

DUTIES : Responsible for overall management of the Hospital. Provide strategic leadership. Manage the provision of quality and integrated health services, Clinical and corporate governance. Ensure proper management in the following areas: Nursing and Clinical Management, Financial Management (including Revenue), Supply Chain Management, Internal Control & Risk Management, Human Resource Management, Communication as well as Quality Assurance. Manage related conditional grants and funding for special health projects. Ensure accreditation and licensing of various units wherever practicable. Ensure quality patient care. Effectively manage hospital performance indicators as well as employee performance. Liaise with the District Management Team for a proper referral system. Develop essential protocol and business plan for the hospital.

ENQUIRIES : MS P Tlou Tel No: (018) 293 4405 (Joe Morolong Memorial Hospital)
MS L Matsipe Tel No: (018) 294 9100 (Witrand Hospital)

POST 36/306 : **DIRECTOR: HEALTH TECHNOLOGY REF NO: 02/2026/01**

SALARY : R1 317 384 per annum, (all-inclusive SMS package)
CENTRE : Provincial Office (Mahikeng)
REQUIREMENTS : Bachelor's Degree in Health Sciences / Electrical / Mechanical / Clinical Engineering (NQF level 7). Five (5) years' experience at Middle/Senior Management Level preferably in Public Health Setting. Pre-entry Certificate for the Senior Management Services (SMS) as endorsed by the National School of Government submitted prior to appointment. A valid driver's License. Extensive experience in Clinical Engineering and/ or Health Technology Management. Knowledge of the functioning of medical equipment and the allocation of health technologies and the interface between medical equipment and patients including outputs and measurements. Core Management Competencies: Strategic capability and leadership, People management and empowerment, Programme and project management, financial management, change management, knowledge management, service delivery innovation, problem solving and analysis, conflict management, client orientation and customer care and communication. Computer literacy.

DUTIES : Direct and manage strategic healthcare technology planning and assessment. Manage medical equipment acquisition and deployment. Direct and manage health technology maintenance services. Direct health technology policies, norms and procedures. Manage risk quality improvements. Manage finance. Manage people.

ENQUIRIES : Mr S Moreriane Tel No: (018) 391 4134

OTHER POSTS

POST 36/307 : **REGISTRAR (MEDICAL) REF NO: 03/2026/01**

SALARY : R1 041 402 per annum, (all-inclusive package)
CENTRE : Klerksdorp/ Tshepong Hospital Complex: Paediatric Surgery (Five Years Contract)
Anaesthesia (Four Years Contract) (X2 Posts)
Joe Morolong Memorial Hospital: General Surgery (Five Years Contract)
Mafikeng Provincial Hospital: General Surgery (Five Years Contract)
Potchefstroom Hospital: General Surgery (Five Years Contract)
REQUIREMENTS : **Paediatric Surgery:** This position will be the appointment of the North West Department of Health and the successful candidate will be sent to Gauteng as a supernumerary in either of the following academic institutions: University of Witwatersrand/ University of Pretoria and/ Sefako Makgatho Health Science University. **General Surgery**: Joint appointment with Faculty of Health Sciences, University of Witwatersrand, University of Pretoria & Sefako

Makgatho Health Science University. NB: Registrars will be appointed jointly between the North West Department of Health and the University of the Witwatersrand/ Pretoria/ Sefako Makgatho Health Science and will rotate through the training platforms in Gauteng and North West Province. **Anaesthesia**: Joint appointment with Faculty of Health Sciences, University of Witwatersrand, University of Pretoria, Sefako Makgatho Health Science University. NB: Registrars will be appointed jointly between the North West Department of Health and the University of the Witwatersrand, will be based in Klerksdorp/ Tshepong Hospital Complex/ Witrand Hospital, and may be required to rotate through the training platforms in Gauteng. Appropriate qualification that allows registration with the Health Professions Council of South Africa as a Registrar (Independent Practitioner). Must have completed Post Community Service. Shortlisted candidates will be required to submit current proof of registration with the Health Professions Council of South Africa as Medical Practitioner in Independent Practice. Shortlisted candidates will be required to submit a valid work permit for Non-South African Citizens. Registrars will be rotated between institutions. The following will be an added advantage: Work experience in the field of Paediatrics Surgery or General Surgery as a Medical Practitioner for the period of 12 months, CMSA part 1 examinations and auxiliary courses relevant to the field of Medical Practitioner: ACLS, BSS and ATLS.

DUTIES : Interview, investigate, diagnose, and oversee the treatment of patients. Supervise junior doctors (Undergraduate Students, Interns and Community Service Doctors). Attend of relevant administrative meetings like mortality meetings, near MISS meetings and completing MEDICO Legal Documents timeously (e.g. Death Certificate). Improve quality of care by providing appropriate clinical care. Reduce medical litigation by exercising good clinical ethos. Implement and monitor adherence to National Core Standards (norms and standards). Participate in all activities of the discipline in relation to teaching and research. Participate in multidisciplinary team to the management of patients. Perform of practical procedures relevant to the care of patients. Ensure effective administration and safety record keeping in the department. Willing to work after hours (night, weekend and public holiday) to provide continuous uninterrupted care of patients.

ENQUIRIES : Mr T.A Madonsela Tel No: (018) 406 4635/4714

POST 36/308 : **DEPUTY DIRECTOR: SUB DISTRICT MANAGER REF NO: 04/2026/01**

SALARY : R1 101 468 per annum, (all-inclusive MMS package)

CENTRE : Bojanala District: Moses Kotane Sub District
Dr Ruth Segomotsi Mompati District
Greater Taung Sub District & Sub- District

REQUIREMENTS : National Diploma / Bachelor's Degree in Health Sciences. Five (5) year's management experience of which 3 years should be at Assistant Manager Nursing dealing with Primary Health Care (PHC) activities. A certificate in Clinical Assessment Diagnosis and Treatment will be added advantage. A valid driver's license. Knowledge of Constitution, Public Service Act 1994 as amended, Public Service Amendment Regulations 2023 and applicable health legislation/policies. Knowledge and understanding of Primary Health Care and Community Base services. District Health System (DHS) development and District Health Information System (DHIS) and working knowledge of Geographical Information System (GIS). Shortlisted candidates will be required to submit a valid Work Permit for Non-South African Citizens. Good communication (verbal and written), problem solving, policy development, analytical, coordination, financial, planning, organizing, negotiation. Computer literacy.

DUTIES : Manage key performance health indicators with regard to strategic health programmes, Human Resources, Financial Management and Supply Chain Management. Overall management of Health facilities and PHC Services at Sub-District level. Manage the provision of integrated and quality health service. Provide leadership to the Sub-District Management. Manage conditional grants and funding provision for special health project. Supervise Assistant Managers responsible for administration, community health service and local health care management. Co-ordinate health governance, related health NGO's and CBO's within the Sub-District.

ENQUIRIES : Mr E Mmusi Tel No: (014) 592 8906 (Bojanala District)
Mr G.N Maibi Tel No: (053) 928 0500 (Dr Ruth Segomotsi Mompati District)

Mr A Bogatsu Tel No: (018) 384 0240 (Ngaka Modiri Molema District)

ANNEXURE AA

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.

APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications").

CLOSING DATE : 23 October 2026, 17:00 PM

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. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment.
ERRATUM: Kindly note that the Post 35/278: Senior State Accountant: Financial Accounting (X2 Posts), Centre: Directorate: Financial Accounting, R413 001 per annum has been cancelled.

MANAGEMENT ECHELON

POST 36/309 : **DIRECTOR: DISTRICT HEALTH SERVICES (X2 POSTS)**
Chief Directorate: Metro Health Services

SALARY : R1 317 384 per annum, (A portion of the package can be structured according to the individual's personal needs).

CENTRE : Southern/Western Sub-Structure (SWSS) (X1 Post)
Klipfontein Mitchell's Plain Sub-Structure (KMPSS) (X1 Post)

REQUIREMENTS : Minimum educational qualification: An undergraduate qualification (NQF level 7) in a Health-related field, Post Graduate Diploma/Degree in Public Health, or Management as recognized by SAQA with at least 5 years' experience at a middle/senior managerial level. Pre-entry Certificate for the Senior Management Services is a requirement (Candidates not in possession of this entry requirement can still apply but are requested to register for the course and complete it as no appointment can be made in the absence thereof. The course is available at the National School of Governance (NSG) under the name "Certificate for entry into the SMS" and the full details can be sourced from the following link: https://www.thensg.gov.za/trainingcourse/sms-pre-entry-programme/. All costs associated herewith are the responsibility of the applicant). Experience: Appropriate experience and proven track record in all major aspects of management within a health care environment. Inherent requirement of the job: Valid driver's license and willingness to travel. Competencies (knowledge/skills): Knowledge and understanding of Metro Health Services (MHS). Knowledge of financial and people resource management applicable to the Public Service. Proven experience in the provision and management of health services. Computer literacy (MS Word, Excel, Access, PowerPoint, Internet and email). High level of communication skills. Advanced leadership and management skills. Advanced planning and organising skills.

DUTIES : Manage the implementation of health services (inclusive of district hospitals, primary health care, community-based and specialised services) within the Southern/Western or Klipfontein/Mitchell's Plain Sub-Structure, in line with the relevant Departmental policies. Provide strategic leadership and direction for health service within the respective sub-structure. Collaborate with key stake holders within the respective sub-structure within the Metro health ecosystem, including other government departments, community structures, non-profit organisations (NPOs) and local government and the private sector. Co-ordinate the rendering of professional support service (including pharmacy services) within the respective sub-structure. Ensure the quality of care is maintained and improved in the respective sub-structure in line with the National Core Standards. Manage the corporate services of the respective sub-structure. This includes Financial, Supply Chain, Human Resources, Information Management and Support Services.

ENQUIRIES : Mr Z Brickles Tel No: (021) 815-8668

NOTE : No payment of any kind is required when applying for this post. All shortlisted candidates for SMS posts will be subjected to a technical exercise and interview. Following the technical exercise and interview, a maximum of three (3) SMS candidates will undergo psychometric assessments to assess cognitive capabilities, behavioural preferences, emotional intelligence, and integrity.

OTHER POSTS

POST 36/310 : **SENIOR REGISTRAR (MEDICAL) (CLINICAL HAEMATOLOGY)**
(2 Year Contract)

SALARY : R1 395 528 per annum, (A portion of the package can be structured according to the individual's personal needs.)

CENTRE : Tygerberg Hospital, Parow Valley

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows for registration with the HPCSA as a Medical Specialist in Internal Medicine or Hematopathology. Registration with a professional council: Registration with the HPCSA as a Medical Specialist in Internal Medicine or Hematopathology (Independent Practice). Inherent requirements of the job: Valid (Code B/EB) driver's license. Commuted overtime is compulsory. Willingness to work after hours. The position will be full- time (40 hours per week). Registration with Stellenbosch University as a postgraduate student (MPhil Haematology). Competencies (knowledge/skills): Good communication skills. Able to cope in a busy clinical environment. Experience in Haematology. Previous research experience. Previous attendance of Haematology workshops or conferences.

DUTIES : Successful completion of the Cert Clinical Haematology (Phys/Path) (SA) which includes all the logbook requirements of the College of Medicine, including a mandatory laboratory training period for physician candidates. Participate fully in clinical and academic activities of the division. Maintain accurate medical and chemotherapy records. Conduct research in Haematology that is relevant to the South African context with successful completion of the MPhil (Haematology).

ENQUIRIES : Dr F Fazel, Email: fbfazel@sun.ac.za, Tel No: (021) 938-5888/9486

NOTE : No payment of any kind is required when applying for this post. 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 personnel. 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 senior registrar contract 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 postgraduate students 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 to health professionals who apply for the first time for registration as Medical Specialist in Internal Medicine or Hematopathology with the relevant council (including individuals who must apply for change in registration status)."

POST 36/311 : **MEDICAL SPECIALIST GRADE 1 TO 3 (TRAUMA/ ACUTE NEUROSURGERY)**
(1 Year Contract)

SALARY : Grade 1: R1 395 528 per annum
Grade 2: R1 592 274 per annum
Grade 3: R1 844 151 per annum
(A portion of the package can be structured according to the individual's personal needs.)

CENTRE : Tygerberg Hospital, Parow Valley

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Neurosurgery. Registration with a professional council: Registration with the HPCSA as a Medical Specialist in Neurosurgery. Experience: **Grade 1:** No experience required after registration with the HPCSA as a Medical Specialist in Neurosurgery. **Grade 2:** A minimum of 5 years' appropriate experience after registration with the HPCSA (or a recognised foreign professional council in the case of a foreign-qualified employee) as a Medical Specialist in Neurosurgery. **Grade 3**: A minimum of 10 years' appropriate experience after registration with the HPCSA (or a recognised foreign professional council in the case of a foreign-qualified employee) as a Medical Specialist in Neurosurgery. Inherent requirements of the job: Valid driver's license. Commuted overtime is compulsory and participation in the after-hours neurosurgical call system is required. Ability to provide emergency specialist neurosurgical care in a high-acuity, high-volume tertiary trauma environment. Ability to work across inpatient, theatre, critical care, emergency and consultative service areas, and to support referral pathways within the Tygerberg Hospital ecosystem when required. Competencies (knowledge/skills): Advanced clinical, peri-operative and operative competency in Neurosurgery, with particular competence in traumatic brain injury, spinal trauma and other acute neurosurgical emergencies. Sound specialist judgement, prioritisation and decision-making in time-critical neurological emergencies, including appropriate escalation and resource stewardship. Ability to function effectively in a complex, resource-constrained public health system and within multidisciplinary trauma, critical care and surgical teams. Effective leadership, communication and interpersonal skills, including supervision and training of junior medical staff and students. Computer literacy and the ability to use clinical data, audit, morbidity and mortality review and outcomes tracking to support service improvement. Insight into clinical governance, patient safety, equity, transformation and the challenges of local healthcare delivery. Research, audit, publication or formal quality-improvement experience.

DUTIES : Provide safe, timely and evidence-informed specialist neurosurgical care for emergency, trauma, inpatient, outpatient and operative patients. Participate actively in the neurosurgical emergency and after-hours service, including assessment, prioritisation and definitive management of acute referrals. Provide specialist care for traumatic brain injury, spinal trauma and other acute cranial and spinal neurosurgical conditions, including peri-operative and critical care decision-making. Contribute to efficient theatre utilisation, patient flow, referral management and multidisciplinary trauma and critical care pathways. Supervise, mentor and train registrars, medical officers, interns, students and other healthcare professionals, and participate in undergraduate and postgraduate academic programmes. Participate in clinical governance, morbidity and mortality review, audit, quality improvement, protocol development and patient-safety activities. Contribute to research, data collection and data-driven service redesign aimed at improving access, quality, safety and outcomes across the neurosurgical and trauma ecosystem. Undertake relevant administrative, medico-legal and departmental responsibilities as delegated by the Head of Neurosurgery and institutional management.

ENQUIRIES : Ms M Brand, E-mail: mbran@sun.ac.za

NOTE : No payment of any kind is required when applying for this post. This is a 12-month contract post intended to strengthen specialist neurosurgical capacity within the trauma and acute neurosurgical platform at Tygerberg Hospital. "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 Neurosurgery with the relevant council (including individuals who must apply for change in registration status)".

POST 36/312 : **MEDICAL SPECIALIST GRADE 1 TO 3 (ORTHOPAEDIC SURGERY)**

SALARY : Grade 1: R1 395 528 per annum
Grade 2: R1 592 274 per annum
Grade 3: R1 844 151 per annum
(A portion of the package can be structured according to the individual's personal needs).

CENTRE : Red Cross Children's War Memorial Hospital, Rondebosch

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professional Council of South Africa (HPCSA) as Medical Specialist in Orthopaedic Surgery. Registration with a professional council: Registration with the Health Professional Council of South Africa as Medical Specialist in Orthopaedic Surgery. Experience: **Grade 1:** None after registration with HPCSA as a Medical Specialist in Orthopaedic Surgery. **Grade 2:** A minimum of 5 years' appropriate experience after registration with the HPCSA (or recognized foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Orthopaedic Surgery. **Grade 3:** A minimum of 10 years' appropriate experience after registration with the HPCSA (Or as recognized foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Orthopaedic Surgery. Competencies (knowledge/skills): Clinical skillset to provide effective out and inpatient care. Surgical expertise in paediatric musculoskeletal conditions. Ability to work in high pressure, high volume and resource restricted environment. Ability to function within a team. Ability to transfer skills and teach junior staff and students. Computer skills to allow functioning within digital environment / tools. Computer literacy and database management. Leadership, communication, organisational skills.

DUTIES : Provision of high-quality outpatient, inpatient and surgical care of paediatric orthopaedic patients. Management of paediatric orthopaedic referral system and theatre lists. Supervision of trainees. Teaching and training of all grades of staff. Participate in relevant research activities in the department. Effective management within the unit to ensuring that equipment is maintained and orthopaedic services are running efficiently. Contribute to the health ecosystem where required.

ENQUIRIES : A/Prof Anria Horn: anria.horn@uct.ac.za

NOTE : 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 a change in registration status).

POST 36/313 : **ASSISTANT MANAGER: PHARMACEUTICAL SERVICES**
Chief Directorate: Emergency and Clinical Services Support

SALARY : R1 317 108 per annum, (A portion of the package can be structured according to the individual's personal needs.)

CENTRE : Medicine Management, Laboratory and Blood Service Support

REQUIREMENTS : 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 a Pharmacist. Experience: A minimum of 3 years appropriate experience after registration as a Pharmacist with the SAPC. Inherent requirement of the job: Valid Driver's license. Willingness to travel. Competencies (knowledge/skills): Excellent written and communication skills. Leadership and managerial skills. High level

of Computer Literacy. Appropriate knowledge of National and Provincial Policies. Pharmacy Act 53 of 1974.

DUTIES : Leading and stewarding for health and Wellbeing. Cultivating a System for Ethical and Just Decision-Making. Cultivating a System for Collaborative Policy Making. Cultivating a System for People-Centred Care.

ENQUIRIES : Ms H Moeng Tel No: (021) 483-8408

NOTE : No payment of any kind is required when applying for this post. Candidates will be subjected to a written/practical and oral assessment. Candidates may undergo a Competency Based Assessment.

POST 36/314 : **PRIMARY HEALTH CARE MANAGER**
Central Karoo District

SALARY : R1 101 468 per annum, (A portion of the package can be structured according to the individual's personal needs).

CENTRE : Beaufort West Sub-District, stationed at Beaufort West Hospital

REQUIREMENTS : Minimum educational qualification: A health-related qualification at NQF level 7 that allows registration with the Health Professions Council of South Africa (HPCSA) or South African Nursing Council (SANC) or South African Pharmacy Council (SAPC). Experience: Appropriate/recognisable experience in District Heath Systems and Management. Inherent requirement of the job: Valid driver's license (Code B/EB) and willingness to travel. Willingness to attend to community needs after hours. Competencies (knowledge/skills): Computer literacy (MS Word, Excel, PowerPoint, Outlook, Internet). Good communication skills (written and verbal). Good organisational, interpersonal, creative problem solving and research skills. Knowledge and understanding of the District Health System and Comprehensive Service Plan. Basic knowledge and experience in office administration, financial and procurement administration.

DUTIES : Overall strategic management of the PHC facilities in the sub-district/s (Central Karoo District). Manage the implementation of the COPC approach and support the external and internal interface, with all the appropriate Health Programme. Manage/support the health establishment staff to meet the Ideal Clinic Realisation and Maintenance (ICRM). Ensure efficient financial planning, control and the effective use of all resources. Participate in Human Resource Management and Skills Development Planning and Labour relations of PHC staff within the Sub-district/s (Central Karoo District). Ensure that prescribed policies and procedures are implemented and adhered to.

ENQUIRIES : Dr AJ Muller Tel No: (044) 414-8211

NOTE : No payment of any kind is required when applying for this post. Short listed candidates will be subject to competency testing.

POST 36/315 : **REGISTRAR (MEDICAL) (PAEDIATRIC SURGERY) (X3 POSTS)**
(5-Year Contract)

SALARY : Grade 1: R1 041 402 per annum, (A portion of the package can be structured according to the individual's personal needs).

CENTRE : Red Cross War Memorial Children's Hospital, Rondebosch

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Practitioner. Registration with a professional council: Registration with the HPCSA as a Medical Practitioner (Independent practice). Inherent requirements of the job: Valid Driver's license. Computer literacy, database management. Ability to work in a team. Competencies (knowledge/skills): Strong moral and ethical record in surgical practice. The ability to work in a busy tertiary care hospital providing specialist paediatric surgical, trauma and burn care and surgery. Ability to supervise junior team members and medical officers in acquiring appropriate skills. Ability to teach undergraduate students and other staff categories. Basic computer skills in programs on the MS platform including MS Word, MS Excel, MS PowerPoint, or similar applications. Commitment to learning, research, inclusive and wholistic patient management and surgical skills. Appropriate and sufficient clinical experience since obtaining the degree of MBChB and after completion of internal rotations. Previous research experience (publication/conference presentation). Post community service experience in Paediatric Surgery. FCS (SA) intermediate examination.

DUTIES : Teaching. Leadership. Innovation and Research. Clinical Service: Operative. Clinical Governance. Clinical Service: Patient Care.

ENQUIRIES : Prof S Cox Tel No: (021) 658-5012, email: Sharon.cox@uct.ac.za

NOTE : No payment of any kind is required when applying for this post. Please ensure that you attach an updated CV. 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 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. Registrars will be required to register as post-graduates with University of the Western Cape according to the yearbook and guidelines. 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 a Registrar will be for a maximum contract period of 5 years. (including individuals who must apply for change in registration status). 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. Registrars will function across health facilities, as per an agreed programme. Employees in service who opt to continue with their pension benefits as Registrar, will be required to resign after completion of their registrar ship should they not be successful for advertised Specialist positions. Should registration with the HEI as a student be discontinued for any reason the appointment of Registrar also discontinues. Applicants must indicate whether they have bursary obligations. 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.

POST 36/316 : **PHARMACY SUPERVISOR GRADE 1**
Chief Directorate: Metro Health Services

SALARY : R1 041 402 per annum, (A portion of the package can be structured according to the individual's personal needs.)

CENTRE : Mitchells Plain Community Health Centre

REQUIREMENTS : 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 requirement 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 Proof of Continuous Professional Development. Appropriate ability to tutor Pharmacist's Assistants and/or Intern Pharmacists. Extensive Knowledge on CDU, Differential model of care, COPC and Principals.

DUTIES : 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 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.

ENQUIRIES : Mr M Roomanay Tel No: (021) 370-5128

NOTE : No payment of any kind is required when applying for this post. Candidates may be subjected to a competency test. No payment of any kind is required when applying for this post. Candidates will be subjected to a written/practical and oral assessment.

POST 36/317 : **REGISTRAR (PSYCHIATRY) (X7 POSTS)**
(4-Year Contract)

SALARY : R1 041 402 per annum, (A portion of the package can be structured according to the individual's personal needs.)

CENTRE : Groote Schuur Hospital, Observatory, Rotation through the UCT training platform – which can include Groote Schuur, Valkenberg, Red Cross Children Hospital and Lentegeur Hospital)

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Profession Council of South Africa (HPCSA) as a Medical Practitioner. Registration with a professional council: Registration with the HPCSA as a Medical Practitioner (Independent Practice). Inherent requirement of the job: A valid (code B/EB) driver's license. It will be expected of the successful candidate to participate in a system of remunerated commuted overtime. It will be expected of the successful candidate to perform emergency and after-hour call cover. Completed FC Psych Part I Colleges of Medicine South Africa qualification. Competencies (knowledge/skills): Medical research capabilities. Appropriate knowledge and skills in Psychiatry. Good communication and administrative skills. Computer literacy.

DUTIES : Clinical and corporate governance duties as pertain to services provided at current placement. Contribute to the teaching and training of Health Sciences undergraduate students. Fully participate in the academic activities of the designated university as required per regulations to achieve the MMed (Psych) / FC Psych qualification. To provide psychiatric services to in-and outpatients of designated service areas where placement as well as assigned district and primary level clinical duties. To provide supervision and in-service training to junior colleagues and other staff. Appropriate clinical experience in psychiatry after registration as a medical practitioner. Academic teaching, training and research.

ENQUIRIES : Dr R Ori: University of Cape Town (UCT) Tel No: (021) 826-5863

NOTE : No payment of any kind is required when applying for this post. Appointment as Registrar will be for a maximum contract period of 4 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. 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 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 Registrar will be on contract. Employees in service who opt to continue with their pension benefits as Registrar, will be required to resign after completion of their registrarship should they not be successful for advertised 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 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. Registrars will be required to register as post-graduates with University of Cape Town 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 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 a change in registration status)".

POST 36/318	:	**REGISTRAR (FAMILY MEDICINE)** (4-Year Contract) Overberg District
SALARY	:	R1 041 402 per annum, (A portion of the package can be structured according to the individual's personal needs.)
CENTRE	:	Hermanus Hospital, Overstrand Sub-District
REQUIREMENTS	:	Minimum educational qualification: Appropriate qualification that allows registration with the Health Professionals Council of South Africa (HPCSA) as a Medical Practitioner. Registration with a professional council: Registration with the HPCSA as Medical Practitioner (Independent Practice). Inherent requirement of the job: Valid (code B/EB/C1) driver's license. Compulsory Remunerated Commuted Overtime (COT) duties. Competencies (knowledge/skills): Sound knowledge of general medical and surgical conditions at district hospital and Primary Health Care level and knowledge. Comprehensive evidence-informed, direct patient-centered approaches to care. Clinical service provision in district level health care services. Computer literacy (MS Excel, Word, Outlook etc.) and good interpersonal, organisational and teamwork skills. Ability to work effectively within a multidisciplinary team. -Recent experience with performing district level procedures including performance of caesarian sections, administration of spinal and general anaesthesia, management of chronic conditions and HIV/TB care, maternal and child health as well as emergency medical care including adult and neonatal resuscitations. Ability to guide health care colleagues in managing difficult district-level cases.
DUTIES	:	Provide quality health care to patients in the Overstrand sub-district including Hermanus Hospital and surrounding clinics, healthcare facilities and communities as part of community oriented primary care. Provide Outreach and Support service to PHC facilities and communities in the Overstrand sub-district. Actively participate in skills transfer, training, teaching and academic opportunities relevant to the post. Active involvement in the clinical governance of Overstrand sub-district facilities as required. -Performing administrative duties. Supporting the Sub-district management team, while maintaining professional ethical standards. Research and Professional Development (incl. completion of MMED).
ENQUIRIES	:	Dr Z Leff Tel No: (028) 312-1166
NOTE	:	No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a competency assessment as part of the interview process. Appointment as Registrar will be on contract and will be for a maximum contract period of 5 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. Registrars will function across health facilities, as per an agreed programme. 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. Employees in service who opt to continue with their pension benefits as Registrar, will be required to resign after completion of their registrarship, should they not be successful for advertised 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 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. Registrars will be required to register as post-graduates with the University of Stellenbosch or the University of Cape Town according to the yearbook and guidelines." -Should registration with the HEI as a student be discontinued for any reason, the appointment as a Registrar also discontinues. Candidates who are not in possession of the stipulated registration requirements may apply on condition that proof of application and payment of prescribed registration fees to the relevant council are submitted on or before the interview date. This concession applies only to first-time registrations or change in registration status. -It should be noted that advertised posts are linked to the Institution/ Facility that forms part of the Ecosystem Service platform. Upon appointment, incumbents will be

expected to render clinical services across institutions in the Ecosystem, as needed to sustain health service delivery.

POST 36/319 : **MEDICAL OFFICER GRADE 1 TO 3 (ANAESTHETICS) (X2 POSTS)**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R1 041 402 per annum
Grade 2: R1 188 255 per annum
Grade 3: R1 375 245 per annum
(A portion of the package can be structured according to the individual's personal needs.)

CENTRE : Khayelitsha District Hospital

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Practitioner. Registration with a professional council: Registration with HPCSA as Medical Practitioner. Experience: **Grade 1:** None after registration as Medical Practitioner with the HPCSA in respect of SA qualified employees. One-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 requirement of the job: Willingness to work after hours, including shifts, weekends, public holidays and call out work from home. Competencies (knowledge/skills): Diploma in Anaesthesia with appropriate experience and competency in General and Regional Anaesthesia. Sound general medical knowledge and skills. Professional working attitude and compassionate towards patients.

DUTIES : Provide meticulous pre-, intra- and post-operative care at the standards required of a medical officer in Anaesthesiology and Critical care. Participate in normal and after hour duties in operating theatres. Teaching and training of Anaesthesiology and Critical Care to undergraduate students, interns and peers in clinical areas. Achieve Part one FCA (SA) exam and staying abreast of latest developments in the field of Anaesthesiology and Critical Care. Complete the required CPD activities to maintain registration with the HPCSA. Maintain accurate and detailed patient records of acceptable medico-legal standard. Execute administrative duties required to maintain efficient service delivery. Interest in Research and audit required.

ENQUIRIES : Dr S Ikram, email: sarwat.ikram-hameed@westerncape.gov.za

NOTE : 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 a specific category with the relevant council (including individuals who must apply for change in registration status)". Candidates will be subjected to a written/practical and oral assessment.

POST 36/320 : **MEDICAL OFFICER GRADE 1 TO 3 (ANAESTHESIA)**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R1 041 402 per annum
Grade 2: R1 188 255 per annum
Grade 3: R1 375 245 per annum

A portion of the package can be structured according to the individual's personal needs.)

CENTRE : Mitchells Plain District Hospital

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Practitioner. Registration with a professional council: Registration with the HPCSA as 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 recognized 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 recognized 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 recognized 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 requirement of the job: A valid (Code B/EB) driver's license. Participation in commuted overtime is compulsory on a shared 24-hour roster, requiring after-hours, weekend and public holiday participation. Willingness to participate in teaching, audits, research and quality improvement projects. Competencies (knowledge/skills): Delivery of Anaesthesia and related services and care (resuscitation) in high-acuity trauma and non-trauma General Surgery patients, Anaesthesia for Orthopaedic Surgery and Obstetrics & Gynaecology and Paediatrics. Ability to cope independently in an environment where there is a disproportionate high-volume of emergency service workload, in a resource-constrained setting, where there may be delays to after-hours assistance or back-up. Ability to work and make clinical decisions independently. Good organisational and communication skills, and the ability to perform tasks cost-effectively and efficiently. Excellent individual interpersonal and coping skills, and an ability to perform well within a multi-disciplinary team context. Enthusiasm to attend training and educational courses to broaden clinical and managerial skills and knowledge.

DUTIES : Administration of anaesthesia and related duties pre-operative assessments and resuscitation, intra-operative management and post-operative care in the recovery unit and surgical wards. Ensure fully functional operating theatre equipment, including consumable equipment stocks and capital equipment functionality. General and neuraxial anaesthesia, procedural sedation and regional nerve plexus blocks where required. Management and coordination of theatre lists in terms of efficient utilisation of operative resources. Proactive consultation with other theatre users and theatre nursing staff on a shared-utilisation surgical platform. Diligent attention to all aspects of medical record-keeping. Teaching, lecturing and clinical supervision of medical students, interns, rotating supernumerary registrars, new medical officers and nursing staff. Participation in clinical audits, surveys, gathering of theatre statistics and involvement in research projects where required.

ENQUIRIES : Dr J Roos Tel No: (021) 377-4703

NOTE : 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 a specific category with the relevant council (including individuals who must apply for change in registration status).

POST 36/321 : **ENGINEER PRODUCTION GRADE A TO C (MECHANICAL)**
Directorate: Infrastructure Planning

SALARY : Grade A: R914 517 per annum
Grade B: R1 030 296 per annum
Grade C: R1 172 184 per annum
A portion of the package can be structured according to the individual's personal needs.)

CENTRE : Head Office, Cape Town

REQUIREMENTS : Minimum educational qualification: An appropriate 4-year degree in Mechanical Engineering (Beng/BScEng). Registration with a professional council: Registration with the Engineering Council of South Africa (ECSA) as a Professional Engineer. Experience: **Grade A**: At least 3 years appropriate/recognisable experience after obtaining the relevant qualification e.g. B Eng / BSc (Eng.). **Grade** B: At least 14 years appropriate/recognisable experience after registration as a Professional Engineer. **Grade C:** At least 26 years appropriate/recognisable after registration as a Professional Engineer. Inherent requirement of the job: Valid (Code BIEB) driver's license. Willingness to travel within the Western Cape, and occasionally, nationally. Competencies (knowledge/skills): Computer literacy (MS Office) Experience in designing building services engineering systems (air conditioning, ventilation, plumbing, drainage, medical gas, fire reticulation, vertical transportation) for healthcare facilities. Experience in and understanding the design and construction of complex buildings (e.g. Hospitals). Proven experience with feasibility studies in terms of life cycle costing of mechanical elements, green building technologies, technical specifications and commissioning principles for both Capital and Maintenance projects. -Understand how to interpret existing and develop new Functional and Technical Norms and Standards. Knowledge of risk analysis and risk mitigation strategies. Knowledge and experience in terms of fire regulations and vertical transportation systems. Experience in the preparation of reports, submissions and presentations in English. Sound interpersonal and good verbal and written communication skills.

DUTIES : Development, interpretation and customisation of functional and technical norms and standards Investigate proposals for innovative service delivery mechanisms and undertake feasibility studies; Compile briefing documentation and specifications; Investigate mechanical engineering installations and equipment, undertake design work and implement corrective measures, where necessary; Oversee implementation (construction) and commissioning of mechanical engineering installations; Research/literature studies to keep up with new technologies and procedures including interaction with professional Councils/Boards.

ENQUIRIES : Mr I Parker, email: Imran.Parker@westerncape.gov.za

NOTE : 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 compliance with the requirements, including the academic qualification, as prescribed by the relevant professional council for registration in the applicable professional category; proof of application for registration as a Professional Engineer with ECSA and proof of payment of the prescribed registration fees to the council are submitted on or before the day of the interview." Appointment is subject to compulsory (actual) registration within six (6) calendar months after appointment.

POST 36/322 : **DENTAL SPECIALIST GRADE 1 TO 3 (PROSTHODONTICS) (5/8TH) (X2 POSTS)**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R872 205 (5/8th) per annum
Grade 2: R995 172 (5/8th) per annum
Grade 3: R1 152 594 (5/8th) per annum

CENTRE : Oral Health Centre, Tygerberg/Mitchells Plain

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as 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 Prosthodontics. **Grade 2:** A minimum of 5 years appropriate

experience as Dental Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Dental Specialist in Prosthodontics. **Grade 3:** A minimum of 10 years appropriate experience as Dental Specialist after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Dental Specialist in Prosthodontics. Inherent requirements of the job: A valid driver's license (Code B/EB). Competencies (knowledge/skills): Ability to work independently and in a multi-disciplinary team. Good computer literacy (MS Word, Excel and Outlook.

DUTIES : Related HR and Administrative support to the Prosthodontic Department. Participate in operational research activities as directed in a team or self-initiated research. Rendering of prosthodontic services on the MPOHC and TBOHC platforms. Clinical education and training of students (undergraduate and postgraduate).

ENQUIRIES : Prof S. Khan Tel No: (021) 937-3006

NOTE : No payment of any kind is required when applying for this post. Short listed candidates will be subjected to a written 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)".

POST 36/323 : **REGISTERED COUNCILLOR GRADE 1 TO 3**
Cape Winelands Health District

SALARY : Grade 1: R741 102 per annum
Grade 2: R844 128 per annum
Grade 3: R953 094 per annum

CENTRE : Witzenberg Sub-district

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa as a Registered Counsellor. Registration with a professional council: Registration with the HPCSA as a Registered Counsellor. Experience: **Grade 1:** None after registration with the Health Professions Council of South Africa as a Counsellor. **Grade 2:** A minimum of 8 years appropriate experience as a Counsellor after registration with Health Professional Council (HPCSA) as a Counsellor. **Grade 3:** A minimum of 16 years appropriate experience as a Counsellor after registration with Health Professional Council (HPCSA) as a Counsellor. Inherent requirements of the job: Valid (Code B/EB) driver's license. Competencies (knowledge/skills): Proven counselling skills with individuals and groups; set up of evidence-based community interventions; knowledge and/or experience in psychometric assessments, identification of mental health challenges and provide training. Work within your professional scope of practice. Refer appropriately. Knowledge and experience in providing mentoring and supervision of other lay health workers. Able to work independently and in a team, demonstrate good presentation skills; the ability to conduct training; Good intra- and interpersonal skills, maintenance of good professional relations, effective conflict resolution and to be adaptable and innovative in a high-pressured environment. Computer literacy (i.e. MS Word, PowerPoint and Excel).

DUTIES : Providing preventative and developmental counselling services to children, adults, couples and families including mental health screening of all patients, psychoeducation and mental health promotion. Performing supportive psychological interventions to enhance mental well-being on an individual basis, group basis and at community level. Work within the multidisciplinary team and form part of the sub district and district mental health teams. Report writing and providing feedback to clients/supervisor(s) on interventions. Perform clinical administrative duties as keep accurate statistics and conduct training and workshops. Provide supervision, mentoring and support to lay health worker and attend regular clinical supervision.

ENQUIRIES : Dr M Crous Tel No: (023) 316-9600

NOTE : 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). "It should be noted that advertised posts are linked to the Institution/Facility that forms part of the Ecosystem Service platform. Upon appointment, incumbents will be expected to render clinical services across institutions in the Ecosystem, as needed to sustain health service delivery.

POST 36/324 : **MEDICAL OFFICER GRADE 1 TO 3 (ENT) (5/8TH)**
Chief Directorate: Rural Health Services

SALARY : Grade 1: R650 877 (5/8th) per annum
Grade 2: R742 659 (5/8th) per annum,
Grade 3: R859 527 (5/8th) per annum
(A portion of the package can be structured according to the individual's personal needs.)

CENTRE : Paarl Hospital

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professional Council of South Africa (HPCSA) as Medical Officer. Registration with a professional council: Registration with the HPCSA as Medical Officer. Experience: **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 whom it 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 Council in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. **Grade 1:** None after registration as a Medical Practitioner with the 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. Inherent requirements of the job: Valid (Code B/EB) driver's license. Competencies (knowledge/skills): Appropriate experience in Ear, Nose, and Throat. Proven experience in procedural skills appropriate to the field of Ear, Nose, and Throat. Proven knowledge of public health policies, guidelines and related prescript to manage resources effectively. Ability to work independently and to manage time and administrative tasks effectively. Good professional attitude. Communication skills.

DUTIES : Provide comprehensive Ear, Nose, and Throat care to patients by diagnosing and treating illnesses and other health conditions. Prescribe and manage treatment plans, including medication and therapies. Maintain accurate and detailed patient records. Refer patients to tertiary care or other healthcare providers when necessary. Participation in outreach services that are provided by the Ear, Nose, and Throat department. Financial management by effective and efficient use of resources. Complete the required CPD activities to maintain registration with the HPCSA. Participate in training and educational programs for healthcare professionals. Complete and submit required medical reports and documentation for legal and administrative purposes. Uphold the reputation and integrity of the medical profession.

ENQUIRIES : Dr J West, email: joshua.west@westerncape.gov.za, Tel No: (021) 860-2682/2725

NOTE : 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 a specific category with the relevant council (including individuals who must apply for change in registration status). - It should be noted that advertised posts are linked to the Institution/ Facility that forms part of the Ecosystem Service platform. Upon appointment, incumbents will be expected to render clinical services across institutions in the Ecosystem, as needed to sustain health service delivery.

POST 36/325 : **QUALITY ASSURANCE MANAGER DISTRICT**
Cape Winelands Health District

SALARY : R605 742 per annum
CENTRE : Cape Winelands District Office
REQUIREMENTS : Minimum educational qualification: A health-related qualification at NQF level 7 that allows registration with the Health Professions Council of South Africa (HPCSA) or South African Nursing Council (SANC) or South African Pharmacy Council (SAPC). Experience: Appropriate experience in Health Management. Inherent requirements of the job: Valid code B/EB driver's license. Competencies (knowledge/skills): Knowledge and experience in quality assurance, risk management, OHS and infection prevention control (IPC). Computer Literacy (Ms Office: Ms Word, Excel, PowerPoint and Outlook). Advance managerial and communication Skills and ability to analyse and interpret Health Systems Information, compile reports and present the data to inform planning. Good leadership, organisational, creative problem solving, decision making, research skills and knowledge in Project Management.
DUTIES : Effectively coordinate and manage Quality Improvement Systems in the District. Support Health Establishment staff and Quality Assurance coordinators with the implementation of the Ideal Clinic Realisation and Maintenance (ICRM) and Ideal Hospital requirements in preparation for the Office of Health Standards Compliance (OHSC). Identify, plan and address QA training needs and liaise with the relevant role players for implementation in the district, maintain and update the Health Establishment training data base. Ensure the maintenance of the Infection Prevention and Control (IPC) and Occupational Health & Safety (OHS) standards. Ensure the quality of Quality Assurance data in the Cape Winelands District and Digital Health Strengthening and Innovation Strengthened use of digital health tools and information systems to support high-quality health service delivery and reporting.
ENQUIRIES : Ms M Bester Tel No: (023) 348-8119
NOTE : No payment of any kind is required when applying for this post. Shortlisted candidates may be subjected to a practical test and competency assessment. It should be noted that advertised posts are linked to the Institution/ Facility that forms part of the Ecosystem Service platform. Upon appointment, incumbents will be expected to render clinical services across institutions in the Ecosystem, as needed to sustain health service delivery.

POST 36/326 : **CHIEF ORAL HYGIENIST GRADE 1**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R598 260 per annum
CENTRE : Oral Health Centre, Tygerberg/Mitchell's Plain Platform
REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as an Oral Hygienist. Registration with a professional council: Registration with the HPCSA as an Oral Hygienist. Inherent requirements of the job: Valid driver's license (Code B/EB). Experience: A minimum of 3 years appropriate experience in the relevant profession after registration with the HPCSA as an Oral Hygienist. Competencies (knowledge/skills): Good Computer literacy (MS Word, Excel and Outlook). Good interpersonal skills and perform effectively as part of a multidisciplinary team. Professional ethics. Appropriate experience in teaching and learning. Appropriate experience in research activities.
DUTIES : (key result areas/outputs): Provide comprehensive oral hygiene assessment, diagnosis, preventive and therapeutic treatment within the Scope of Practice. Deliver oral health promotion and disease prevention programmes. Participate in community-based oral health services and outreach initiatives. Deliver undergraduate and postgraduate theoretical, clinical and community-based teaching. Provide effective clinical supervision and mentorship. Conduct and

contribute to clinical, public health and oral health research. Contribute to effective departmental, faculty and institutional leadership and governance. Coordinate designated academic, clinical and administrative responsibilities.

ENQUIRIES : Prof. P. Brijlal Tel No: (021) 937-3126

NOTE : No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a written and oral assessment.

POST 36/327 : **CLINICAL PROGRAMME COORDINATOR: COMPREHENSIVE HEALTH SERVICES (X2 POSTS)**
Overberg District

SALARY : R571 161 per annum

CENTRE : Grabouw CHC (X1 Post)
Theewaterskloof Sub-district (X1 Post)

REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification (R683 plus R254) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. OR A 4-year bachelor's degree in nursing (R174) or equivalent qualification (R683 plus R1497 or R171 plus R1497) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. (This dispensation is only applicable for posts of Clinical Programme Coordinator where it is an inherent requirement of the post, incumbent to maintain registration with the SANC). Registration with a professional council: Registration with the SANC as Professional Nurse. Experience: A minimum of 7 years' appropriate/recognisable experience in nursing after registration as a Professional Nurse with SANC in general nursing. Inherent requirement of the job: Valid (Code B/EB/C1) driver's license. Willingness to work overtime when necessary. Competencies (knowledge/skills): Good communication skills (written and verbal). Ability to function/make decisions independently and as part of a multi-disciplinary team. Good interpersonal relations, exceptional leadership and conflict resolution skills. Knowledge of all relevant public service regulations and policies. Understanding the District Health System. Experience in Primary health care and statistical data. Understanding public/private partnerships. Good psychosocial, health assessment, planning, organisational, and training skills. Appropriate knowledge of mental health, rehab, eye care, infectious and HIV/AIDS/STI/TB, Chronic Conditions and community-based services. Computer literacy (MS Word, Excel and PowerPoint). Experience in Health programmes (women's health, child health, mental health, chronic diseases, infectious diseases, community-based services).

DUTIES : Ensure implementation, coordination, governance, monitoring and evaluation of the Sub-District District Chronic, rehabilitation, eyecare, mental health, HAST and Community Based services and strategies. Support the implementation of Mental health, rehab, eye care, chronic health, infectious diseases and HIV/AIDS/STI/TB services, establish linkages with integrated management of conditions and life stages Support the internal and external interface strengthening with the focus on the COPC Model. Monitor and evaluate programme goals and targets including the collection, validation and interpretation of statistical data. Involvement in training/capacity building programmes to develop skills and roll out training to support implementation and provision of services related to chronic, rehab, eyecare, mental, infections and HAST. Effective implementation of appropriate projects to improve the integrated primary health care services in the sub-district. Ensure quality patient care through professional and technical support to funded Community Based Services (CBS) Non-Profit Organisation (NPO) programmes within the Sub-district. Monitor and evaluate the quality of the implementation of the different programmes of CBS in the health facilities, NPO Sector and communities within the sub district and ensure monthly/quarterly submission of progress reports to the District Office Coordinate and support Sub-district personnel with health activities in Primary Health Care facilities and in non-health sites.

ENQUIRIES : Ms H Human Tel No: (028) 814-3700

NOTE : No payment of any kind is required when applying for this post. Candidates will be required to undergo a competency assessment. It should be noted that advertised posts are linked to the Institution/ Facility that forms part of the Ecosystem Service platform. Upon appointment, incumbents will be expected

to render clinical services across institutions in the Ecosystem, as needed to sustain health service delivery.

POST 36/328 : **CLINICAL PROGRAMME COORDINATOR COMPREHENSIVE HEALTH PROGRAMMES/SERVICES (X2 POSTS)**
Chief Directorate: Metro Health Services

SALARY : R571 161 per annum
CENTRE : Southern Western Sub-structure
REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification (R683 plus R254) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. OR A 4 year Bachelor Degree in Nursing (R174) or equivalent qualification (R683 plus R1497 or R171 plus R1497) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Registration with a professional council: Registration with the SANC as Professional Nurse. Experience: A minimum of seven (7) years appropriate / recognisable experience in nursing after registration as a Professional Nurse with SANC in General Nursing. Inherent requirements of the job: Valid (Code B/EB) driver's license. Competencies (knowledge/skills): Ability to work independently and within a multidisciplinary team. Knowledge and ability to interpret and implement regulations, policies and guidelines. Good interpersonal, collaborative, co-ordination, and facilitation skills. Understanding the District Health System. Project Management skills. Data management, analysis and interpretation abilities. Computer literacy (MS Word, Excel, and PowerPoint) and Report-writing skills.
DUTIES : Effective planning, co-ordination, and Implementation of integrated Comprehensive Health Programmes/Services, including Maternal, Women, Child, Adolescent Health, Nutrition, School Health, HIV/AIDS/STI/TB/VMMC Services, mental health and chronic disease services. Provide co-ordination and service implementation support for the management of notifiable medical conditions, disease surveillance, and outbreak response in line with policies and guidelines. Provide clinical governance support, support the implementation of policies and guidelines. Provide technical and service implementation support for community-based and wellness services. Strengthen the implementation of Community-Orientated Primary Care. Strengthen the collaboration with internal and external stakeholders. Support NPO contract management Monitoring and evaluation of key performance indicators, service delivery targets. Ensure effective data management across programmes. Promote and support continuous quality improvement initiatives across all programmes to ensure compliance with standards. Provide technical support, training and mentorship to ensure staff capacity building.
ENQUIRIES : Ms. Y. Cottee Tel No: (021) 202-0925
NOTE : No payment of any kind is required when applying for this post. Short-listed candidates will be subjected to written /practical and oral assessments. It should be noted that advertised posts are linked to the Institution/ Facility that forms part of the Ecosystem Service platform. Upon appointment, incumbents will be expected to render clinical services across institutions in the Ecosystem, as needed to sustain health service delivery.

POST 36/329 : **OPERATIONAL MANAGER NURSING GRADE 1 (GENERAL) (X2 POSTS)**

SALARY : Grade 1: R571 161 per annum
CENTRE : Tygerberg Hospital, Parow Valley
REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification (R683 plus R254) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Or a 4 year Bachelor Degree in Nursing (R174) or equivalent qualification (R683 plus R1497 or R171 plus R1497) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Registration with a professional council: Registration with the SANC as Professional Nurse. Experience: A minimum of 7 years appropriate / recognisable experience in Nursing after registration as Professional Nurse with the SANC in General Nursing. Inherent requirements of the job: Ability and willingness to assist with shifts and after-hours hospital cover including weekends, public holidays, night duty relief and overtime as the need arises. Competencies (knowledge/skills): Ability to function independently as well as

part of a multi-disciplinary team. Effective communication, interpersonal, leadership, decision-making and conflict resolution skills. Good organisational skills and the ability to function under pressure. Basic computer literacy. 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.

DUTIES : The candidate will be responsible for planning, managing, co-ordinating and maintaining an optimal quality Nursing Service as an Operational Manager. Participative management and utilisation of Human Resources to fulfil operational and developmental functions in the area. Manage and monitor the Financial Resources of the clinical area. Initiate and participate in training, development and research within the nursing department. Deliver a support service to the Nursing Service and the institution. To maintain ethical standards and promote professional growth and development.

ENQUIRIES : Ms V Dubase Tel No: (021) 938-4000

NOTE : No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a practical/ competency assessment.

POST 36/330 : **ULTRASOUND RADIOGRAPHER GRADE 1 TO 3 (SONOGRAPHER)**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R510 906 per annum
Grade 2: R598 260 per annum
Grade 3: R703 785 per annum

CENTRE : Khayelitsha CHC

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) in Ultrasound Radiography. Registration with a professional council: Registration with the Health Professions Council of South Africa (HPCSA) as a Radiographer in Ultrasound. Experience: **Grade 1**: None after registration with the HPCSA in Ultrasound Radiography in respect of RSA-qualified employees. One-year relevant experience after registration with the HPCSA in Radiography (Ultrasound) in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 2**: Minimum of 10 years relevant experience after registration with the HPCSA in Radiography (Ultrasound) in respect of RSA-qualified employees. Minimum of 11 years relevant experience after registration with the HPCSA in Radiography (Ultrasound) in respect of foreign qualified employees of whom it is not required to perform Community Service as required in South Africa. **Grade 3:** Minimum of 20 years' relevant experience after registration with the HPCSA in Radiography (Ultrasound) in respect of RSA-qualified employees. Minimum of 21 years relevant experience after registration with the HPCSA in Radiography (Ultrasound) in respect of foreign qualified employees. Inherent requirements of the job: Valid Code B/EB driver's license. Willingness to work overtime. Willingness to conduct outreaches to local clinics, community day/health centres and communities. Competencies (knowledge/skills): Computer literacy in word processing, data management and analysis. Ability to work independently and in a team with good interpersonal skills. Thorough knowledge of ante-natal, ante-natal Doppler paediatric, gynaecology- and abdominal-ultrasound studies. Completion of supplementary courses on diagnostic ultrasound and knowledge and interest in teaching in Obstetrics and Gynaecology at both undergraduate and post-graduate level.

DUTIES : Provide a comprehensive diagnostic ultrasound service at an advanced level with the focus on Obstetrics and Gynaecology (OSG) imaging in Khayelitsha CHC. General care of patients as part of a multi-disciplinary team. Effective administration within the ultrasound unit regarding patient service, appropriate referral as well as equipment management. Maintain case records and statistics. Actively take part in CPD- program, as a learner as well as In-service training.

ENQUIRIES : Mr DB Grootboom Tel No: (021) 360-5200

NOTE : No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a written practical test 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 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. It should be noted that advertised posts are linked to the Institution/ Facility that forms part of the Ecosystem Service platform. Upon appointment, incumbents will be expected to render clinical services across institutions in the Ecosystem, as needed to sustain health service delivery.

POST 36/331 : **ULTRASOUND RADIOGRAPHER GRADE 1 TO 3 (SONOGRAPHER)**
Overberg District

SALARY : Grade 1: R510 906 per annum
Grade 2: R598 260 per annum
Grade 3: R703 785 per annum

CENTRE : Caledon Hospital, Theewaterskloof Sub-district

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) in Ultrasound Radiography. Registration with a professional council: Registration with the Health Professional Council of South Africa (HPCSA) as a Radiographer in Ultrasound. Experience: **Grade 1**: None after registration In Ultrasound Radiography with the HPCSA in Ultrasound Radiography in respect of qualified RSA employees. One-year relevant experience after registration with the HPCSA in Ultrasound Radiography 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 10 years' appropriate experience after registration with the HPCSA in Ultrasound Radiography in respect of RSA qualified employees. A minimum of 11 years relevant experience after registration with the HPCSA in Ultrasound Radiography 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 20 years' relevant experience after registration with the HPCSA in Ultrasound Radiography in respect of RSA qualified employees. A Minimum of 21 years relevant experience after registration with the HPCSA in Ultrasound Radiography 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: Valid (code B/EB) driver's license. Competencies (knowledge/skills): Comprehensive sonography education and extensive hands-on experience, with specific emphasis on ultrasound experience in obstetrics and gynaecology, demonstrating a strong commitment to professional growth and lifelong learning through advanced education, research, and staff training. A thorough understanding of human anatomy and physiology is required, along with knowledge of disease pathologies as they relate to sonographic findings. A commitment to ethical practice, maintaining patient confidentiality, a professional demeanour, and the capacity to manage a large clinical workload and stressful situations calmly are essential. Strong abilities to interact effectively with both patients and medical staff, clearly explaining technical information and collaborating on patient care. Understanding basic computer programs and the use of reporting systems. Meticulous reporting of ultrasound examination findings and attention to record-keeping and maintenance thereof. Adopting responsibility for the care of ultrasound equipment (functionality, quality checks, maintenance) within the department on a regular basis. Provision of a clinical service that is aligned with departmental management protocols with the most effective use of human and financial resources.

DUTIES : Perform a full range of obstetric and gynaecological ultrasound scans, including routine, level II/III, and specialized assessments with adherence to departmental protocols and the most effective use of human and financial resources. Use advanced ultrasound equipment to produce accurate, high-quality diagnostic images. Identify normal and abnormal findings, and provide clear, structured reports. Adopt responsibility for regular back-up and storage of ultrasound images. Deliver compassionate, patient-centered care, ensuring comfort and dignity throughout the imaging process. Maintain continuity of care by undertaking follow-up scans and liaising with referring clinicians. Manage the administration and care of ultrasound equipment within the department. Participate actively in departmental meetings, case discussions and presentations. Contribute to clinical audits and quality assurance

initiatives. Uphold professional, ethical and clinical governance standards at all times.

ENQUIRIES : Dr RJ Liebenberg Tel No: (028) 212-1070

NOTE : No payment of any kind is required when applying for this post. Candidates may be subjected to a competency 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 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)".

POST 36/332 ; **CLINICAL NURSE PRACTITIONER GRADE 1 AND 2 (PRIMARY HEALTH CARE) (X3 POSTS)**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R495 423 per annum
Grade 2: R607 350 per annum

CENTRE : Saxon Sea CDC (X2 Posts)
Protea Park CDC (X1 Post)

REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e., diploma/degree in nursing) or equivalent qualification (R683 plus R254) that allows registration with the South African Nursing Council as a Professional Nurse. A post-basic qualification, with a duration of at least a 1-year diploma, in Clinical Nursing Science: Health Assessment, Treatment and Care, accredited with the SANC (R 48) OR a 4-year Bachelor's Degree in Nursing (R174) or equivalent qualification (R683 plus R1497 or R171 plus R1497) that allows registration with the South African Nursing Council as a Professional Nurse. A postgraduate diploma (R635) accredited with the SANC in Primary Care Nursing. Registration with a professional council: Current registration with the South African Nursing Council as a Professional Nurse. Experience: **Grade 1:** A minimum of 4 years of appropriate / recognisable experience in nursing after registration as a Professional Nurse with the 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 after obtaining the 1-year post-basic qualification or postgraduate diploma in the relevant specialty. Inherent requirements of the job: Valid driver's license (Code B/EB). Willingness to work overtime when necessary. Competencies (knowledge/skills): NIMART training or experience. Basic computer skills in MS Word, Excel, Outlook. Knowledge of relevant legislation and policies of the Department of Health Western Cape. Communication skills (written and verbal).

DUTIES : Effective execution and assist with the management of relevant Curative Programmes within the scope of practice and to be an advocate for the patient to ensure the provision of necessary health care. Effective execution and assist with the management of relevant Child Health within the scope of practice and to be an advocate for the patient to ensure the provision of necessary health care. Effective execution and assist with the management of relevant Woman's Health Services within the scope of practice and to be an advocate for the patient to ensure the provision of necessary health care. Effective execution and assist with the management of relevant HAST programmes within the scope of practice and to be an advocate for the patient to ensure the provision of necessary health care. The effective provision of high-quality services measured by outcomes of all of the quality assurance activities.

ENQUIRIES : Ms. LA Abrahams Tel No: (021) 816-8556

NOTE : 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 or a postgraduate diploma in the relevant specialty. It should

be noted that advertised posts are linked to the Institution/ Facility that forms part of the Ecosystem Service platform. Upon appointment, incumbents will be expected to render clinical services across institutions in the Ecosystem, as needed to sustain health service delivery.

POST 36/333 : **CLINICAL NURSE PRACTITIONER GRADE 1 TO 2 (PRIMARY HEALTH CARE) (X2 POSTS)**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R495 423 per annum
Grade 2: R607 350 per annum

CENTRE : Delft CHC (X1 Post)
Fisantekraal CDC (X1 Post)

REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e., diploma/degree in nursing) or equivalent qualification (R683 plus R254) that allows registration with the South African Nursing Council as a Professional Nurse. A post-basic qualification, with a duration of at least a 1-year diploma, in Clinical Nursing Science: Health Assessment, Treatment and Care, accredited with the SANC (R 48) OR a 4-year bachelor's degree in nursing (R174) OR equivalent qualification (R683 plus R1497 or R171 plus R1497) that allows registration with the South African Nursing Council as a Professional Nurse. A postgraduate diploma (R635) accredited with the SANC in Primary Care Nursing. Registration with a professional council: Registration with the SANC as a 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 periods referred to above must be appropriate / recognisable experience in the specific specialty after obtaining the one-year post-basic qualification as mentioned above. OR A post graduate diploma (R635) accredited with the SANC in Primary Care Nursing. Inherent requirements of the job: Willingness to work after hours. Will be required to rotate within the facility. Competencies (knowledge/kills): NIMART training or experience. Knowledge and understanding of nursing Code of Ethics and Professional Practice of the SANC of nursing Standard of Practice and scope of practice. Computer literate in MS Office (Excel, Word and Power point) and MS Outlook.

DUTIES : Treatment of patients on Primary Health Care level with regards to Curative Services, Communicable Diseases, Mental Health and Chronic Diseases within the scope of practice. Render effective child and school health services, including the integration of nutritional services, within the scope of practice. Render effective Women's Health including Antenatal services within the scope of practice. Assist with management and execution of all relevant HAST Programmes (TB, STI and HIV/AIDS). Work as part of the multi-disciplinary team to ensure quality, promotive, preventive and curative Primary Health Care delivery. To be an advocate for patients to ensure the provision of quality Health Care necessary.

ENQUIRIES : Ms. S Zide Tel No: (021) 954-2237 (Delft CHC) / Ms N Forosi Tel No: (021) 826-2200 (Fisantekraal CDC)

NOTE : 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: Diploma in Clinical Nursing Science, Health Assessment, Treatment Care or a post graduate diploma (R635) accredited with the SANC in Primary Care Nursing. Candidates will be subjected to a written/practical and oral assessment.

POST 36/334 : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: MENTAL HEALTH) (X4 POSTS)**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R495 423 per annum
Grade 2: R607 350 per annum

CENTRE : Khayelitsha CHC, Nomzamo CDC, Mental Health Roving Team (ACT) and Mfuleni CDC, Khayelitsha/ Eastern Sub-structure

REQUIREMENTS : minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification (R683 plus R880) 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 Advanced Psychiatric Nursing Science (R212). OR A 4 year Bachelor Degree in Nursing (R174) or equivalent qualification (R171 plus R1497) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post graduate diploma (R635) accredited with the SANC in Mental Health Nursing. Registration with a professional council: Registration with the SANC as a 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 Psychiatry after obtaining the one-year post-basic qualification in Advanced Psychiatric Nursing Science. Inherent requirements of the job: Valid (Code B/EB) driver's license. 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. Ability to consult with clients who require mental health counselling.

DUTIES : Actively participate in the clinical duties and nursing care to Mental Health patients within the Sub-structure. Provide support and capacity development to PHC personnel for Sub-structure level services and students and peers. Promote community development and participation in mental healthcare delivery. Liaise with other role players. Utilization of resources within the sub-structure. Conduct research related to mental health and service delivery.

ENQUIRIES : Dr S Mokitimi Tel No: (021) 360-4703

NOTE : 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 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 or post-graduate diploma in the relevant specialty. It should be noted that advertised posts are linked to the Institution/ Facility that forms part of the Ecosystem Service platform. Upon appointment, incumbents will be expected to render clinical services across institutions in the Ecosystem, as needed to sustain health service delivery.

POST 36/335 : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: MENTAL, ACUTE ADULT FEMALE, INTENSIVE REHAB ADULT & STATE PATIENTS) (X4 POSTS)**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R495 423 per annum
Grade 2: R607 350 per annum

CENTRE : Valkenberg Hospital

REQUIREMENTS : Minimum Educational qualification: Basic R425 qualification (i.e. Diploma/Degree in Nursing) or equivalent qualification (R683 plus R880) 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 Advanced Psychiatric Nursing Science (R212). OR A 4 year Bachelor Degree in Nursing (R174) or equivalent qualification (R171 plus R1497) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post graduate diploma (R635) accredited with the SANC in Mental Health Nursing. Registration with a professional council: Registration with SANC as a Professional Nurse. Experience: **Grade 1:** A minimum of 4 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the 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 after obtaining the 1-year post-basic qualification or post-graduate diploma in the relevant specialty. Inherent Requirements of the job: Willingness to perform shiftwork, rotation in night duty and over weekends/public holidays. It will be required of the incumbent to rotate within the hospital. Competencies (knowledge/skills): Knowledge and experience of Community Mental Health at PHC level. Good interpersonal, planning, and organisational skills. Computer literacy (MS Word, Excel & Outlook) Knowledge of the Mental Health Care Act, Child Care Act, Nursing Act and other relevant legislation.

DUTIES : 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, other categories of staff. Ensure efficient and accurate documentation, statistical data collection capturing and participation in research activities. Assist with the development and the implementation of nursing quality improvement plans, policies and standard operating procedures.

ENQUIRIES : Mr. R Jacobs Tel No: (021) 440-3203

NOTE : 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 or a postgraduate diploma in the relevant specialty.

POST 36/336 : **PROFESSIONAL NURSE: GRADE 1 TO 2 (SPECIALTY: MATERNITY AND NEONATAL)**
Garden Route District

SALARY : Grade 1: R495 423 per annum
Grade 2: R607 350 per annum

CENTRE : Knysna Hospital

REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. Diploma/Degree in Nursing) or equivalent qualification (R683 plus R254) 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 Advance Midwifery and Neonatal Nursing Science (R212). OR A 4-year bachelor's degree in nursing (R174) or equivalent qualification (R683 plus R1497 or R171 plus R1497) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post-graduate diploma (R635) accredited with the SANC in Midwifery. 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 a Professional Nurse with the 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 after obtaining the 1-year post-basic qualification or postgraduate diploma in the relevant specialty. Inherent requirements of the job: Willingness to work shifts, night duty, overtime, public holidays and weekends. Competencies (knowledge/skills): Good communication skills (both written and verbal). Appropriate supervisory skills and optimal utilisation of subordinates. Knowledge of Maternal & Neonatal Health Care services within a hospital setting, occupational health/ staff wellness and principles of infection prevention and -control. Ability to manage consumable resources effectively. Computer literacy.

DUTIES : Provision of specialized quality patient care and health service delivery. Effective implementation of infection control policies and health and safety legislation. Effective utilization of all human- and physical resources. Assist with Financial management and cost containment. Participate in health

research, data collection & quality improvement initiatives. Provision of Support to Nursing Services.

ENQUIRIES : Ms CG Wagener Tel No: (044) 302-8400

NOTE : No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a practical/written 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 the post basic qualification or post graduate diploma in the relevant specialty. It should be noted that advertised posts are linked to the Institution/ Facility that forms part of the Ecosystem Service platform. Upon appointment, incumbents will be expected to render clinical services across institutions in the Ecosystem, as needed to sustain health service delivery.

POST 36/337 : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY NURSING: MOU NURSING) (X2 POSTS)**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R495 423 per annum
Grade 2: R607 350 per annum

CENTRE : Delft CHC and Kraaifontein CHC, Northern/Tygerberg Sub-Structure Office

REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. Diploma/Degree in Nursing) or equivalent qualification (R683 plus R254) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post-basic nursing qualification with duration of at least 1 year, accredited with SANC in Advanced Midwifery and Neonatal Nursing Science (R212) OR A 4-year bachelor's degree in nursing (R174) or equivalent qualification (R683 plus R1497 or R171 plus R1497) that allows registration with the SANC as a Professional Nurse. A Postgraduate Diploma (R635) accredited with the SANC in Midwifery. Registration with a professional council: Registration with the South African Nursing Council as a Professional Nurse. Experience: **Grade 1**: A minimum of 4 years appropriate/recognisable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. **Grade 2**: A minimum of 14 years appropriate/recognisable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience after obtaining the 1-year post-basic qualification or post-graduate diploma in the relevant specialty. Inherent Requirements of the job: Computer literacy (MS Word and Excel). Valid (Code B/EB) driver's license. Competencies (knowledge/skills): Good interpersonal, leadership skills and computer Literacy (MS Word & Excel). Ability to direct the team to ensure quality holistic health care and to function independently in a multi-disciplinary team. Ability to lead a team in obstetric emergencies Demonstrate an in-depth knowledge of nursing and public service legislation. Knowledge of Human resource, financial and supply chain policies, and guidelines.

DUTIES : Responsible for the provision and implementation of comprehensive holistic nursing care and treatment to all pregnant clients. Assist with management of people management services within the Department. Effective utilization of financial resources within the department. Ensure the promotion of Quality assurance, Infection Control and Prevention & Occupational Health & Safety within the department. Deliver a support service to the Operational Manager and ensure effective coordination of the nursing division after hours.

ENQUIRIES : Sr L Mrabalala Tel No: (021) 954-2237 or Sr S Dixon Tel No: (021) 987-0080

NOTE : 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 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 or post-graduate diploma in the relevant specialty.

POST 36/338 : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: THEATRE)**
Garden Route District

SALARY : Grade 1: R495 423 per annum
Grade 2: R607 350 per annum
(plus, a non-pensionable rural allowance of 8% of the basic annual salary)

CENTRE : Oudtshoorn Hospital

REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. Diploma/Degree in Nursing) or equivalent qualification (R683 plus R254) 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: Operating Theatre Nursing (212). OR A 4-year bachelor's degree in nursing (R174) or equivalent qualification (R683 plus R1497 or R171 plus R1497) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post-graduate diploma (R635) accredited with the SANC in Peri-operative Nursing. Registration with a professional council: Registration with the SANC as a Professional Nurse. Experience: **Grade 1**: A minimum of 4 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the 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 after obtaining the 1-year post-basic qualification or post-graduate diploma in the relevant specialty. Inherent requirements of the job: A valid (Code B/EB) driver's license. Willingness to work overtime, after hours, weekends, standby duties and Public Holidays when needed. Competencies (knowledge/skills): Good communication skills. Supervisory skills and optimal utilisation of subordinates. Knowledge of operating theatre services within a hospital setting, occupational health/ staff wellness and principles of infection prevention and control. Ability to manage consumable resources effectively. Computer literacy (i.e. Word, Excel, PowerPoint and Outlook).

DUTIES : Provide comprehensive specialized nursing care provided within a professional / legal framework. Participate with the multi-disciplinary team to provide holistic health care, provide good documentation, care, planning and health education. To support and participate in clinical practice development initiatives, educational activities, and research. Effective utilization of human and financial resources. Provide support services to Supervisor and Nursing division.

ENQUIRIES : Mr CB Olivier Tel No: (044) 203 -7203/ 7344

NOTE : No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a practical/written 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 the post basic qualification or post graduate diploma in the relevant specialty. It should be noted that advertised posts are linked to the Institution/ Facility that forms part of the Ecosystem Service platform. Upon appointment, incumbents will be expected to render clinical services across institutions in the Ecosystem, as needed to sustain health service delivery.

POST 36/339 : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: PSYCHIATRY) (X4 POSTS)**
Chief Directorate: Metro Health Service

SALARY : Grade 1: R495 423 per annum
Grade 2: R607 350 per annum

CENTRE : Lentegeur Hospital

REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification (R683 plus R880) 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 Advanced Psychiatric Nursing

Science (R212). Or a 4-year Bachelor Degree in Nursing (R174) or equivalent qualification (R171 plus R1497) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post graduate diploma (R635) accredited with the SANC in Mental Health Nursing. 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 after obtaining the 1-year post-basic qualification or post-graduate diploma in the relevant specialty. Inherent requirement of the job: Willingness to work shifts, day and night duty, weekends, and public holidays to meet the operational requirements. It will be required of the incumbent to rotate within the hospital. Competencies (knowledge/skills): Effective communication skills and interpersonal skills. Knowledge of relevant legislation and policies of the Department of Health and Wellness Skills to plan, organize and coordinate the service by analysing, problem solving and decision-making. Leadership towards the realization of strategic goals and objectives of the Mental health unit. Computer literacy in MS packages (Word, Excel and PowerPoint).

DUTIES : 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, other categories of staff. Ensure efficient and accurate documentation, statistical data collection capturing and participation in research activities. Assist with the development and the implementation of nursing quality improvement plans, policies and standard operating procedures.

ENQUIRIES : Mr MM Banzi Tel No: (021) 370-1248

NOTE : 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 or a postgraduate diploma in the relevant specialty.

POST 36/340 : **CLINICAL NURSE PRACTITIONER GRADE 1 TO 2 (PRIMARY HEALTH CARE) (X2 POSTS)**
Garden Route District

SALARY : Grade 1: R495 423 per annum
Grade 2: R607 350 per annum

CENTRE : Kwanokuthula CDC, Knysna/Bitou Sub District

REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification (R683 plus R254) 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 diploma in Clinical Nursing Science: Health Assessment, Treatment and Care, accredited with the SANC (R48). OR A 4 year Bachelor Degree in Nursing (R174) or equivalent qualification (R171 plus R1497) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post graduate diploma (R635) accredited with the SANC in Primary Care Nursing. Registration with a professional council: Registration with the SANC as a 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 after obtaining the 1-year post-basic qualification or post-graduate diploma in the relevant specialty. Inherent requirements of the job: Valid (Code B/EB) driver's license. Willingness to work overtime when needed. Willingness to drive a mobile clinic vehicle. Competencies (knowledge/skills): NIMART training or experience. Good communication skills verbal and written. Problem

solving, report writing, liaison and facilitation skills. Basic computer skills in (i.e. MS Word, Excel, Outlook).

DUTIES : 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 managing of Human Resources, Finance, SCM, Strategy and Health support, Infrastructure and equipment management.

ENQUIRIES : Ms PM Peters Tel No: (044) 302 - 8400

NOTE : No payment of any kind is required when applying for this post. Candidates will be subjected to a practical/ 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 the post basic qualification in: Curative Skills in Clinical Nursing Science: Health Assessment, Treatment and Care accredited with the SANC (R48) or post graduate diploma in Primary Care Nursing accredited with the SANC (R635). It should be noted that advertised posts are linked to the Institution/ Facility that forms part of the Ecosystem Service platform. Upon appointment, incumbents will be expected to render clinical services across institutions in the Ecosystem, as needed to sustain health service delivery.

POST 36/341 : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: TRAUMA AND EMERGENCY)**
Garden Route District

SALARY : Grade 1: R495 423 per annum
Grade 2: R607 350 per annum
(Plus non pensionable rural allowance of 8% of your annual basic salary)

CENTRE : Oudtshoorn Hospital

REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification (R683 plus R254) 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 one year accredited with the SANC in Medical and Surgical Nursing Science: Critical Care Nursing: General or Medical and Surgical Nursing Science: Critical Care Nursing: Trauma and Emergency. or A 4-year bachelor's degree in nursing (R174) or equivalent qualification (R683 plus R1497 or R171 plus R1497) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post graduate diploma (R635) accredited in Emergency Nursing. Registration with a professional council: Registration with SANC as a Professional Nurse. 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/recognisable experience after obtaining the 1-year post-basic qualification or post-graduate diploma in the relevant specialty. Inherent requirement of the job: A valid (Code B/EB) driver's license. Willingness to work overtime, weekends, standby duties and Public Holidays when needed. Competencies (knowledge/skills): Demonstrate an in-depth understanding of nursing legislation and related legal and ethical nursing practices and how this impact on service delivery. Effective interpersonal, leadership, organisational, decision making and conflict resolution skills. Be knowledgeable about South African Triage Scale (SATS) and Emergency Nursing. Good communication skills (verbal and written). Computer literacy (i.e. MS Word, Excel, PowerPoint and Outlook).

DUTIES : Provide comprehensive specialized nursing care provided within a professional / legal framework. Participate with the multi-disciplinary team to provide holistic health care, provide good documentation, care, planning and health education. To support and participate in clinical practice development initiatives, educational activities, and research. Effective implementation of infection control policies and health and safety legislation. Effective utilization

of human and financial resources. Participate in training, development and research within the nursing department. Provide support services to Supervisor and Nursing division.

ENQUIRIES : Mr CB OlivierTel No: (044) 203 - 7203

NOTE : No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a practical/written 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 the post basic qualification or post graduate diploma in the relevant specialty. It should be noted that advertised posts are linked to the Institution/ Facility that forms part of the Ecosystem Service platform. Upon appointment, incumbents will be expected to render clinical services across institutions in the Ecosystem, as needed to sustain health service delivery.

POST 36/342 : **ASSISTANT DIRECTOR: LABOUR RELATIONS**
Directorate: Employee Relations

SALARY : R487 197 per annum

CENTRE : Chief Directorate: People Management

REQUIREMENTS : Minimum educational qualification: An appropriate National Diploma (NQF 6) or equivalent in Human Resource Management or Labour Law or Labour Relations. Experience: Appropriate experience in Labour Relations, with specific reference to the collective bargaining sector, in the Public or Private Sector. Inherent requirement of the job: Valid Code (B/EB) driver's license and willingness to travel. Competencies (knowledge/skills): Excellent verbal and written communication skills. Strong interpersonal, planning, organising skills and conflict management skills. Ability to think analytically and the ability to resolve problems. Bargaining skills and knowledge of collective bargaining structures and processes. Understanding of service delivery within essentials services sector and strike management. Investigative and presiding knowledge and skills in respect of disciplinary matters/hearings. Dispute resolution skills and knowledge Computer Literacy in Ms Office Skills.

DUTIES : Manage and coordinate all administrative and logistical functions relating to the PHSDSBC, CCPWC forums, other collective bargaining structures and all relevant task teams, and committees emanating from it. Represent the employer at all relevant bargaining council's, chambers and meetings. Monitoring and evaluation of Institutional Management and Labour Committees (IMLC's) within the Department of Health and Wellness. Draft and present reports to management relating to all collective bargaining matters. Manage and co-ordinate any industrial action within the Department. Management of discipline and grievances when required. Represent the employer at conciliation and arbitration hearings. Management of employees within the sub-directorate. Conduct and facilitate relevant labour relations training.

ENQUIRIES : Mr FB Van Rooyen Tel No: (021) 831-58655 / Francios.VanRooyen@westerncape.gov.za

NOTE : No payment of any kind is required when applying for this post.

POST 36/343 : **CLINICAL TECHNOLOGIST GRADE 1 TO 3 (PULMONOLOGY)**

SALARY : Grade 1: R413 121 per annum
Grade 2: R482 499 per annum
Grade 3: R564 822 per annum

CENTRE : Tygerberg Hospital, Parow Valley

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows for registration with the Health Professions Council of South Africa (HPCSA) as a Clinical Technologist in Pulmonology. Registration with a professional council: Registration with the HPCSA as Clinical Technologist: Pulmonology. Experience: **Grade 1**: None after registration with the HPCSA as a Clinical Technologist: Pulmonology in respect of RSA qualified employees. 1-year relevant experience after registration with the HPCSA as a Clinical Technologist: Pulmonology 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 10 years' relevant experience after registration with the HPCSA as a Clinical Technologist: Pulmonology respect of SA qualified employees. A Minimum of 11 years' relevant experience after registration with the HPCSA as a Clinical Technologist: Pulmonology 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 20 years' relevant experience after registration with the HPCSA as a Clinical Technologist: Pulmonology in respect of SA qualified employees. A minimum of 21 years' relevant experience after registration with the HPCSA as a Clinical Technologist: Pulmonology in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Inherent requirement of the job: After-hour's service is compulsory. Competencies (knowledge/skills): Good communication skills (verbal and written). Ability to work within a group at all levels of authority. Ability to work under pressure. Capable of maintaining confidentiality. Good computer skills in MS Word and MS Excel. Knowledge of ventilation and experience in Critical Care Area.

DUTIES : Perform all diagnostic procedures in Pulmonology and Critical Care. Optimal Patient Care in Pulmonology able to do following investigations, Spirometry, Plethysmography, Gas Distribution, Exercise Testing, Compliance, NIOX, Provocation. Optimal Patient Care in Critical Care able to help with ventilation and haemodynamic monitoring. Training in Pulmonology according to ATS/ERS guidelines, Spirometry, Plethysmography, Gas Distribution, Exercise Testing, Compliance, NIOX, Provocation. Research with GCP.

ENQUIRIES : Mr F Swart Tel No: (021) 938-5789

NOTE : 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 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 as Clinical Technologist: Pulmonology with the relevant council (including individuals who must apply for change in registration status).

POST 36/344 : **RADIOGRAPHER GRADE 1 TO 3 (DIAGNOSTIC) (X2 POSTS)**

SALARY : Grade 1: R413 121 per annum
Grade 2: R482 499 per annum
Grade 3: R564 822 per annum

CENTRE : Red Cross War Memorial Children's Hospital, Rondebosch

REQUIREMENTS : Minimum Educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Radiographer in Diagnostic Radiography. Registration with a professional council: Registration with the Health Professions Council of South Africa (HPCSA) as a Diagnostic Radiographer. Experience: **Grade 1:** None after registration with the HPCSA as Radiographer in Diagnostic Radiography in respect of RSA qualified employees. 1-year relevant experience after registration with the HPCSA in the relevant profession (where applicable) 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 10 years relevant experience after registration with the HPCSA as Radiographer in Diagnostic Radiography in respect of SA qualified employees. A Minimum of 11 years relevant experience after registration with the HPCSA in the relevant profession (where applicable) 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 20 years relevant experience after registration with the HPCSA as Radiographer in Diagnostic Radiography in respect of SA qualified employees. A minimum of 21 years relevant experience after registration with the HPCSA in the relevant profession (where applicable) 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: Render 40 - hours per week which includes after-hour services on weekends and night duty rotations as determined by the department. Competencies (knowledge/skills): Adhere to all departmental requirements and protocols. Knowledge of radiation protection, quality assurance and equipment safety. Provide paediatric radiography service

independently and as part of a team. Knowledge of Digital Radiography imaging modalities and medical imaging workflow. Good computer skills (MS Word, Excel and PowerPoint). Good interpersonal skills and perform effectively as part of a multidisciplinary team. Comply with National Core Standards requirements. Good time management. Knowledge of Picture Archiving and Communication Systems and Radiology Information Systems.

DUTIES : Provide a radiographic service for paediatric patients and produce diagnostic images of high quality. Provide optimal patient care. Perform Imaging of paediatric patients in specialized areas. Perform CT Scan imaging, Digital Radiography, Fluoroscopy, Theatre, DR Mobiles, Panorex Imaging and Lodox. Optimal use and care of equipment and daily quality checks. Participate in personal, departmental and hospital in-service and training programs. Provide relief duty in absence of the colleagues and provide support to supervisor.

ENQUIRIES : Ms C Pietersen Tel No: (021) 658-5104

NOTE : 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 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 Diagnostic Radiographer with the relevant council (including individuals who must apply for change in registration status).

POST 36/345 : **SENIOR ADMINISTRATIVE OFFICER: SCM (TRAINING AND DEVELOPMENT) (INFRASTRUCTURE)**
Directorate: Supply Chain Infrastructure Governance

SALARY : R413 001 per annum

CENTRE : Head Office, Cape Town

REQUIREMENTS : Minimum educational qualification: An appropriate National Diploma (NQF 6) or equivalent in Procurement and/or Built Environment. Experience: Appropriate experience working in an infrastructure-related environment. Inherent requirement of the job: Valid Code (B/EB) driver's license and willingness to travel long distances for extended periods. Competencies (knowledge/skills): Extensive knowledge of and practical experience in SCM systems such as CIDB, ePS, CSD and WCSEB. Knowledge and experience of Infrastructure procurement legislation and various training materials. Ability to conduct training on infrastructure procurement and related matters and the ability to analyse and respond to queries emanating from training sessions. Good verbal and written communication skills. Computer literacy in MS Word, MS Excel, Outlook. Good organisational skills. -Excellent managerial and leadership skills. Extensive knowledge and experience of working with infrastructure related legislation. Knowledge of PFMA, Finance instructions, Provincial and Treasury regulations, CIDB legislation, Infrastructure delegations and AOS and all applicable infrastructure procurement legislation Knowledge of the Preferential Procurement Policy Framework Act 5 of 2000 (PPPFA).

DUTIES : Compile various training material and guides for Infrastructure procurement processes and other needs related to infrastructure procurement. Compile a training prospectus and ensure distribution thereof to all Procuring Entities. Draft SCM Circulars and Instructions to ensure that training guides are circulated to all Procuring Entities that can be used to assist during the procurement process. Ensure that all training material is in line with current legislation and industry's best practices. Update training material according to changes within the industry and legislation. -Identify training needs related to infrastructure procurement and facilitate training sessions to address the needs accordingly. Assist infrastructure Procuring Entities by analysing the current procurement processes and identifying gaps that must be addressed through training interventions, to ensure compliance throughout the procurement process. Provide training and support on various systems such as Eps, CIDB, CSD, WCSEB. Maintain a central database of all training material and guides that are accessible by all Procuring Entities within the Department. -Compile a debrief document after each training session, indicating questions and answers that can be used to further develop training material and list the action items that were identified during the training session. Ensure action items are addressed timeously and provide feedback

to the relevant Entity. Compile and distribute questionnaires to determine the effectiveness of the training material and identify possible areas for improvement. Maintain a database with details of all training sessions conducted. Ensure that training statistics are accurate and reported to Management.

ENQUIRIES : Mr S Olivier, email: francois.olivier@westerncape.gov.za
NOTE : No payment of any kind is required when applying for this post. A practical test may form part of the interview process. CV's should address experience and knowledge extensively with regard to the duties above.

POST 36/346 : **SENIOR ADMINISTRATIVE OFFICER: LABOUR RELATIONS**
Chief Directorate: Metro Health Services

SALARY : R413 001 per annum
CENTRE : Office of the Chief Director: Metro Health Services
REQUIREMENTS : Minimum educational qualification: An appropriate 3-year tertiary qualification (National Diploma/B-Degree) in Labour Relations / Human Resource Management/ Law / Public Administration / Public Management. Experience: Appropriate experience in Labour Relations within the Public Service context. Inherent requirement of the job: A valid code EB driving license. Willingness to travel within the Metro. Competencies (knowledge/skills): Extensive knowledge of Public Service Act, Public Service Regulations, prescript, Labour Relations, Human Resource Management and Conflict Management. Knowledge of appropriate labour legislation and of the relevant disciplinary and grievance procedures. Proven computer literacy in MS Office.
DUTIES : Handle misconduct matters and grievances matters. Implement measures in order to prevent labour unrest. Render advice on misconduct and grievance matters. Render a support service and represent the employer in dispute matters. Conduct investigations (misconduct, queries, and disputes). Draft submissions for mandates and represent the employer in disciplinary hearings and arbitrations. Assist with preliminary investigations and preparation for conciliations and arbitrations. Facilitate the effective functioning of the IMLC and supervision of employees. Compilation of Labour Relations statistics and implementation of appropriate interventions. Provide appropriate Labour Relations training to all employees.
ENQUIRIES : Mr J Horne Tel No: (021) 815-8684
NOTE : No payment of any kind is required when applying for this post.

POST 36/347 : **SENIOR ADMINISTRATIVE OFFICER: HUMAN RESOURCES (PAYROLL AND SERVICE BENEFITS)**

SALARY : R413 001 per annum
CENTRE : Groote Schuur Hospital, Observatory
REQUIREMENTS : Minimum educational qualification: An appropriate National Diploma (NQF 6) or equivalent. Experience: Appropriate experience in the PERSAL system. Appropriate supervisory experience. Experience in all aspects of personnel and salary administration. Appropriate Human Resource Administration. Competencies (knowledge/skills): Ability to function independently and within a team context. Computer literacy (MS Word, Excel, PowerPoint, Outlook and PERSAL). Good interpersonal and conflict resolution skills. Knowledge of relevant Legislation. Leadership, organization, creative problem-solving and decision-making skills. Working knowledge of all aspects regarding Human Resources.
DUTIES : Provide support in the administration processes of E-Disclosure, Declarations. Provide in-service training of personnel within the relevant section. Oversee pension and housing administration. Management of PERSAL functions. Manage and supervise the general staff office with a very high workload, which are responsible for all personnel and related matters. Interpret and implement policies, regulations and procedures and provide an effective and efficient assistance and support to clients, personnel, management and supervisors. Ensure efficient and effective quality and risk management in HR, including audit compliance, databases and reports. Coordinate, implement and monitor the relevant policies, procedures, prescripts regarding personnel, salary, commuted overtime, leave and administration in general as applicable in a staff office. Application of the OSD regulations and prescripts.
ENQUIRIES : Mr CD Wehr Tel No: (021) 404-2306

NOTE : No payment of any kind is required when applying for this post. Shortlisted candidates may be subjected to a competency test.

POST 36/348 : **SENIOR PERSONNEL PRACTITIONER (AG QUERIES AND TRANSVERSAL EMPLOYMENT MATTERS)**
Directorate: People Management Planning and Practices

SALARY : R413 001 per annum
CENTRE : Head Office, Cape Town
REQUIREMENTS : Minimum educational qualifications: An appropriate National Diploma (NQF 6) or equivalent in People Management (PM) or related field. Experience: Appropriate experience of People Management practices including all conditions of service and benefits and other transversal related functions. Inherent requirement of the job: A valid Code B/EB drivers' license and willingness to travel. Competencies (knowledge/skills): Ability to identify irregularities in the application of People Management policies with the Department through analytical thinking. Ability to function independently as well as in a team. Computer Skills: extensive knowledge of PERSAL and MS Office packages. Good Verbal and Written Communication and Interpersonal skills. Ability to work under pressure.
DUTIES : Assist with the co-ordination and administration of the annual People Management and Transversal Matters Auditor General Audits for the Department. Responsible for the administration of the HR Compliance Monitoring Tools and preparation of quarterly response received from institutions, sub structures, regions and districts for the Western Cape Audit Committee. Handle telephonic and written complaints and enquiries on service conditions and benefits such as housing and pension administration. Assist with training and information on Transversal Employment Matters to various institutions/ districts/ regions and or sub structures. Assist, investigate and advise on enquiries/ grievances related to transversal People Management (HR) employment matters. Render advice and support to line managers on various PM/HR transversal matters.
ENQUIRIES : Ms N Kearns Tel No: (021) 483-2543
NOTE : No payment of any kind is required when applying for this post. Candidates may be subjected to a practical test.

POST 36/349 : **SENIOR ADMINISTRATIVE OFFICER: FINANCE**
Overberg District

SALARY : R413 001 per annum
CENTRE : Overberg District Office
REQUIREMENTS : Minimum educational qualification: Appropriate three-year national Diploma or Degree. Experience: Appropriate expenditure control in finance, Revenue and NPI payments and expenditure management. Appropriate experience in budget, Revenue and experience control. Experience in the management of Assets & Liability Accounts and Debt management. Appropriate proven Supervisory experience. Inherent requirements of the job: Valid (Code B/EB) driver's license. Competencies (knowledge/skills): Extensive knowledge and practical experience in BAS as well as good organisational, management, leadership skills and an aptitude for working with financial figures. Extensive knowledge of relevant financial prescripts, departmental policies, delegations and procedures and Strong people management skills, ability to work in a team context and motivate team members. Computer literacy and thorough knowledge of computer systems (excel, BAS, Clinicom & Account Receivable). Excellent communication skills (verbal and written) in at least two of the three official languages of the Western Cape. Knowledge of the Public Financial Management Act (PFMA), National and Provincial Treasury Regulators.
DUTIES : Coordinate and support Revenue, Non-Patient Income (NPI), expenditure, and financial administration functions within the Overberg District. Monitor expenditure against approved budgets and report on variances to support effective financial management. Process and verify payments, journals, reconciliations, and revenue transactions for compliance and accuracy. Compile financial reports and assist with interim and annual financial statement preparations. Maintain and clear asset and liability accounts and support debt management processes. Monitor revenue and NPI performance and investigate financial discrepancies. Supervise finance administrative staff

and provide operational and administrative support to the Assistant Director: Finance. Ensure compliance with financial policies, procedures, and audit requirements.

ENQUIRIES : Ms P. Lamohr Tel No: (028) 214-5800
NOTE : No payment of any kind is required when applying for this post. Shortlisted candidates may be subjected to a practical test.

POST 36/350 : **SENIOR STATE ACCOUNTANT: FINANCE (DICU) (X8 POSTS)**
Directorate: Financial Accounting

SALARY : R397 116 per annum
CENTRE : Head Office, Cape Town; Reporting at Stikland Nursing College (X6 Posts)
West Coast Region (X1 Post)
Cape Winelands (X1 Post)
REQUIREMENTS : Minimum educational qualification: An appropriate National Diploma (NQF 6) or equivalent in SCM, Finance, Accounting, Auditing, or related field. Experience: Appropriate experience in Internal Control, Finance and Supply Chain Management environment. Inherent requirement of the job: Valid (/Code B/EB) manual driver's license. Willingness to travel across the province. Competencies (knowledge/skills): The ability to interpret and apply financial and SCM policies, procedures, and prescripts. Ability to compile reports and presentation thereof. Knowledge of inventory, assets, irregular expenditure, commitments, and accruals. Knowledge of transfer payments Computer literacy (Microsoft Excel, Word, Power Point).
DUTIES : Evaluate Accounting and Supply Chain transactions for correctness and compliance with the legislative framework and financial prescripts. Evaluate inventory within the institutions and ensure that all inventory/warehouse items reconcile on the Accounting Systems of the department. Evaluate the use and management of all assets in the institution and ensure that all assets are correctly accounted for on accounting systems of the department. Report any discrepancies found and assist Institutional management to implement corrective measures.
ENQUIRIES : Mr A Moya, email: Anele.Moya@westerncape.gov.za
NOTE : No payment of any kind is required when applying for this post.

POST 36/351 : **ADMINISTRATIVE OFFICER: FINANCE**
Chief Directorate: Metro Health Services

SALARY : R338 106 per annum
CENTRE : Southern Western Sub-structure Office
REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/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 recognizable experience. Inherent requirements of the job: Valid code B/EB driver's license. Willingness to work overtime. Competencies (knowledge/skills): The ability to interpret and apply financial policies, procedures and prescripts. Extensive knowledge of financial management in the public service, including the legislative framework. Computer skills and in-depth knowledge of transaction codes and reports on the following systems: BAS, LOGIS processes.
DUTIES : Identify and correct erroneous expenditure and address a need for training if/when required. Timeous clearance of Asset and Liabilities accounts. Effective monitoring of Transfer payments and support to NPO finance and Programme staff. Ensure effective and efficient compliance with sundry payment regulations. Provide documented information pertaining to budget related matters on request from the ASD & SAO.
ENQUIRIES : Mr B Mentor Tel No: (021) 202 - 0978
NOTE : No payment of any kind is required when applying for this post. Candidates will be subjected to a practical/written and oral assessment.

POST 36/352 : **PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL: MEDICINE MALE WARD)**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R337 359 per annum
Grade 2: R411 978 per annum

Grade 3: R495 423 per annum

CENTRE : Khayelitsha District Hospital

REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. Diploma/Degree in Nursing) or equivalent qualification (R683 plus R254) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse or 4 year Bachelor Degree in Nursing (R174) or equivalent qualification (R683 plus R1497 or R171 plus R1497) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Registration with a professional council: Registration with the SANC as Professional Nurse. Experience: **Grade 1**: None **Grade 2**: A minimum of 10 years appropriate/recognisable nursing experience after registration with the SANC as Professional Nurse in General Nursing. **Grade 3:** A minimum of 20 years appropriate/recognizable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. Inherent requirement of the job: Willingness to work shifts, day & night duty, weekends, public holidays and overtime to meet the operational requirements. Willingness to rotate to other wards when required. Competencies (knowledge/skills): Good governance principles and documentation practices. Commitment to providing empathetic, holistic care and advocating for patients. Capability to handle a demanding clinical workload with effective time management, organisation and prioritisation skills. Proven ability to work within a team and communicate effectively with colleagues, patients and families. Clinical skills and experience.

DUTIES : Provision of optimal, holistic nursing care with set standards and within a professional/legal framework. Effective utilisation of resources. Maintain professional growth/ethical standards and self-development. Provision of Support to Nursing Services. Participation in training and research.

ENQUIRIES : Mr B Mweli Tel No: (021) 360-4382

NOTE : 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.

POST 36/353 : **PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL) (PRIMARY HEALTH CARE: WELLNESS)**
Overberg District

SALARY : Grade 1: R337 359 per annum
Grade 2: R411 978 per annum
Grade 3: R495 423 per annum

CENTRE : Overstrand Sub-district

REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. Diploma/Degree in Nursing) or equivalent qualification (R683 plus R254) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. OR A 4 year Bachelor Degree in Nursing (R174) or equivalent qualification (R683 plus R1497 or R171 plus R1497) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Registration with a professional council: Registration with the SANC as Professional Nurse. Experience: **Grade 1**: None **Grade 2**: A minimum of 10 years appropriate/recognizable experience in nursing after registration at SANC as a Professional Nurse in General Nursing. **Grade 3:** A minimum of 20 years appropriate/recognizable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. Inherent requirement of the job: Valid (Code B/EB/C1) driver's license. Willingness to work overtime when necessary and relieve duties at other clinics in the Sub-district. Competencies (knowledge/skills): Basic computer skills in MS Word, Excel, Outlook. Ability to function/make decisions independently and as part of a multi-disciplinary team. Good communication, interpersonal relationships, exceptional leadership and conflict resolution skills. Knowledge of relevant legislation and policies of the Department of Health Western Cape. NIMART, BANC trained or experience.

DUTIES : External interface management planning, coordination and implementation of wellness initiatives and interventions with support from internal stakeholders to implement community orientated primary care. Intersectoral interface management with strong organizational linkages and partnerships with outside

stakeholders, sector, departments, NGO's and community structures. Provide direction and supervision for the implementation of quality comprehensive care within the Primary Health Care context. Maintain ethical practice within legal and regulatory framework. Maintain a constructive working relationship with all relevant stakeholders of the Primary Health Care Team. -Utilize human, material and physical resources efficiently and effectively. Participate in training programmes and research activities. Maintain workplace disciplinary of sub-ordinates. Co-ordinate wellness activities with a focus on Western Cape on Wellness (WoW!) to support all chronic conditions. Co-ordinate wellness activities for men, women, adolescents, youth and with a focus on the 1st 1000 Day initiative.

ENQUIRIES : Mr M Magele Tel No: (028) 312-1012

NOTE : No payment of any kind is required when applying for this post. Candidates will be required to undergo a competency 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.

POST 36/354 : **PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL NURSING) (FEMALE/CHILD WARD AND TRAUMA AND OPD) (X2 POSTS)**
Garden Route District

SALARY : Grade 1: R337 359 per annum
Grade 2: R411 978 per annum
Grade 3: R495 423 per annum

CENTRE : Knysna Hospital

REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. Diploma/Degree in Nursing) or equivalent qualification (R683 plus R254) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. OR A 4 year Bachelor Degree in Nursing (R174) or equivalent qualification (R683 plus R1497 or R171 plus R1497) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Registration with a professional council: Registration with SANC as a Professional Nurse. Experience: **Grade 1**: None **Grade 2:** A minimum of 10 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. **Grade 3:** A minimum of 20 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Inherent requirement of the job: Willingness to work shifts, night duty, overtime, public holidays and weekends. Willingness to rotate to other wards in the facility. Competencies (knowledge/skills): Basic Computer literacy (MS Office). Ability to function independently, as well as in a multi-disciplinary team to ensure good patient care. Excellent communication and interpersonal skills (both written and verbal). Knowledge of relevant legislation, policies including Health Care 2023, Sustainable Development Goals.

DUTIES : 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. Participate in training, development and research within the nursing department. Provision of support to nursing services.

ENQUIRIES : Ms CG Wagener Tel No: (044) 302 -8400

NOTE : 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). It should be noted that advertised posts are linked to the Institution/ Facility that forms part of the Ecosystem Service platform. Upon appointment, incumbents will be expected to render clinical

services across institutions in the Ecosystem, as needed to sustain health service delivery.

POST 36/355 : **PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL: SURGERY AND POST NATAL) (X2 POSTS)**
Chief Directorate: Rural Health Services

SALARY : Grade 1: R337 359 per annum
Grade 2: R411 978 per annum
Grade 3: R495 423 per annum

CENTRE : Worcester Regional Hospital

REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. Diploma/Degree in Nursing) or equivalent qualification (R683 plus R254) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse OR a 4-year Bachelor Degree in Nursing (R174) or equivalent qualification (R683 plus R1497 or R171 plus R1497) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Registration with a professional council: Registration with the South African Nursing Council as a Professional Nurse. Experience: **Grade 1**: None. **Grade 2**: A minimum of 10 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. **Grade 3**: A minimum of 20 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Inherent requirements of the job: Ability to work shifts during the day and night, weekends and public holidays and overtime when required by supervisor. Willingness to rotate within different Functional Business Units. Competencies (knowledge/skills): The ability to function independently in a multi-disciplinary team and the ability to direct the team to ensure quality nursing care. Good problem solving, motivational and leadership skills.

DUTIES : 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. Ensure accurate collection and recording of data. Render support to the supervisor and colleagues.

ENQUIRIES : Mr S Bruiners Tel No: (023) 348-1104

NOTE : 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).

POST 36/356 : **PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL: FAMILY MEDICINE, THEATRE, PSYCHIATRY) (X3 POSTS)**
Chief Directorate: Rural Health Services

SALARY : Grade 1: R337 359 per annum
Grade 2: R411 978 per annum
Grade 3: R495 423 per annum

CENTRE : Worcester Regional Hospital

REQUIREMENTS : Minimum Educational qualification: Basic R425 qualification (i.e. Diploma/Degree in Nursing) or equivalent qualification (R683) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse OR a 4-year Bachelor Degree in Nursing (R174) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse OR a 3-year Diploma in Nursing (R171) that allows registration with the South African Nursing Council (SANC) as a General Nurse. Registration with a professional council: Registration with the SANC as a Professional Nurse or General Nurse. Experience: **Grade 1:** None. **Grade 2**: A minimum of 10 years appropriate/recognisable experience in nursing after registration as

Professional Nurse with the SANC in General Nursing. **Grade 3**: A minimum of 20 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Inherent requirements of the job: Ability to work shifts during the day and night, weekends and public holidays and overtime when required by supervisor. Willingness to rotate within different Functional Business Units. Competencies (knowledge/skills): The ability to function independently in a multi-disciplinary team and the ability to direct the team to ensure quality nursing care. Good problem solving, motivational and leadership skills.

DUTIES : 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. Ensure accurate collection and recording of data. Render support to the supervisor and colleagues.

ENQUIRIES : Mr S Bruiners Tel No: (023) 348-1104

NOTE : 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).

POST 36/357 : **PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL: PHC)**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R337 359 per annum
Grade 2: R411 978 per annum
Grade 3: R495 423 per annum

CENTRE : Bishop Lavis CHC

REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification (R683 plus R254) that allows registration with the South African Nursing Council (SANC) as Professional Nurse. Or a 4-year bachelor's degree in nursing (R174) or equivalent qualification (R683 plus R1497 or R171 plus R1497) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Registration with a professional council: Registration with the SANC as a Professional Nurse. Experience: **Grade 1:** None after registration as Professional Nurse with the SANC in General Nursing. **Grade 2:** A Minimum of 10 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. **Grade 3:** A Minimum of 20 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Inherent requirements of the job: Willingness to work after hours. Willingness to rotate within the facility. Competencies (knowledge/skills): Knowledge of grievance procedure and disciplinary legislation. Knowledge and understanding of nursing Code of Ethics and Professional Practice of the SANC of Nursing Standard of Practice and scope of practice. Computer literate in MS Office (Excel, Word and Power point) and MS Outlook.

DUTIES : Provide direction and supervision for the implementation of quality comprehensive nursing care within the Primary Health Care context. Maintain ethical practice within legal and regulatory frameworks. Maintain a constructive working relationship with all relevant stakeholders of the Primary Health Care Team. Utilize human, material and physical resources efficiently and effectively. Participate in training programmes and research activities. Maintain workplace disciplinary of sub-ordinates.

ENQUIRIES : Mr. X Mphafa Tel No: (021) 508-4643

NOTE : Candidates will be subjected to a practical/written and oral 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 a change in registration status)"

POST 36/358 : **PROFESSIONAL NURSE GRADE 1 TO 3 (GENERAL NURSING: PHC) (X5 POSTS)**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R337 359 per annum
Grade 2: R411 978 per annum
Grade 3: R495 423 per annum

CENTRE : Morning Star (Durbanville) (X1 Post)
Fisantekraal (X1 Post)
Bellville South (X1 Post)
Symphony Way (X2 Posts) CDC's

REQUIREMENTS : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification (R683 plus R254) that allows registration with the South African Nursing Council (SANC) as Professional Nurse. Or a 4-year bachelor's degree in nursing (R174) or equivalent qualification (R683 plus R1497 or R171 plus R1497) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Registration with a professional council: Registration with the SANC as a Professional Nurse. Experience: **Grade 1:** None after registration as Professional Nurse with the SANC in General Nursing. **Grade 2**: A Minimum of 10 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. **Grade 3:** A Minimum of 20 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Inherent requirements of the job: Willingness to work after hours. Competencies (knowledge/skills): Knowledge of grievance procedure and disciplinary legislation. Knowledge and understanding of nursing Code of Ethics and Professional Practice of the SANC of Nursing Standard of Practice and scope of practice. Computer literate in MS Office (Excel, Word and Power point) and MS Outlook.

DUTIES : Provide direction and supervision for the implementation of quality comprehensive nursing care within the Primary Health Care context. Maintain ethical practice within legal and regulatory frameworks. Maintain a constructive working relationship with all relevant stakeholders of the Primary Health Care Team. Utilize human, material and physical resources efficiently and effectively. Participate in training programmes and research activities. Maintain workplace disciplinary of sub-ordinates.

ENQUIRIES : Ms. L Rose-Benjamin Tel No: (021) 829-8330 (Durbanville CDC), Ms. N Ntlabathi-Forosi Tel No: (021) 826-2200 (Fisantekraal CDC), Ms. C May Tel No: (021) 833-0270, Ms. G Naude Tel No: (021) 204-9400

NOTE : No payment of any kind is required when applying for this post. Candidates will be subjected to a practical/written and oral 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 apply for a change in registration status)"

POST 36/359 : **OCCUPATIONAL THERAPY TECHNICIAN GRADE 1 TO 2**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R279 870 per annum
Grade 2: R326 352 per annum

CENTRE : Metro TB Hospital Complex

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as an Occupational Therapy Technician. Registration with a professional council: Current registration with the Health Professional Council of South Africa(HPCSA) as an Occupational Therapy Technician. Experience: Grade 1:

None after obtaining an appropriate qualification or prescribed in-service training that allows for the required registration with the Health Professions Council of South Africa (HPCSA) as an Occupational Therapy Technician. Grade 2: A minimum of 10 years appropriate experience after obtaining an appropriate qualification or prescribed in-service training that allows for the required registration with the Health Professions Council of South Africa (HPCSA) as an Occupational Therapy technician. Competencies (knowledge/skills): Knowledge and understanding of PSR model, mental health, Substance use and TB. Computer literate.

DUTIES : Contributes to Occupational Therapy Intervention through planning, implementing and evaluating specified activities and assists OT with OT Intervention and programmes in specified OT Area. Execute delegated admin tasks related to clinical service as well as departmental requirements Ensure continued professional development by keeping abreast with the latest developments in the field.

ENQUIRIES : Ms S Abrahams Tel No: (021) 508-8305

NOTE : 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 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)

POST 36/360 : **PHARMACIST ASSISTANT GRADE 1 TO 3 (POST BASIC) (WAREHOUSING)**
Chief Directorate: Emergency and Clinical Services Support

SALARY : Grade 1: R275 340 per annum
Grade 2: R318 666 per annum
Grade 3: R343 761 per annum

CENTRE : Cape Medical Depot

REQUIREMENTS : 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 SAPC as a Pharmacist Assistant (Post-Basic) Warehousing. Registration with a professional council: Current registration with the SAPC as a Pharmacist Assistant Post Basic or Pharmacist Assistant Post Basic (Warehousing). Experience: **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. Inherent requirements of the job: Willingness to work overtime when required. Competencies (knowledge/skills): Knowledge and/or experience in handling pharmaceutical supplies particularly in a warehouse environment, including Cold Chain Practices. Knowledge of Drug Supply Management Principles. Good knowledge of wholesale warehouse practices and procedures. Good literacy and numeric skills. The ability to work in a warehouse type situation and have the physical dexterity. Computer literacy (MS Word, Excel, Outlook, and Teams). Ability to lift heavy objects and operate heavy machinery-stackers, pallet jacks, Hyster. Good interpersonal and communication skills. Ability to work independently as well as in a team. Ability to comply with applicable legislation. Ability to work accurately under pressure and maintain a high work ethic.

DUTIES : Helpdesk oversight and management. Customer Care, Supplier, Courier - Query Management. Inventory Management and Warehouse Support. General administration, Assistance, legal requirements, staff development.

ENQUIRIES : Ms C Buthelezi Tel No: (021) 483-8804

NOTE : 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 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)".

POST 36/361 : **PHARMACIST ASSISTANT (POST BASIC) GRADE 1 TO 3**
Garden Route District

SALARY : Grade 1: R275 340 per annum
Grade 2: R318 666 per annum
Grade 3: R343 761 per annum

CENTRE : Kwanokuthula CDC, Knysna/Bitou Sub-district

REQUIREMENTS : 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 SAPC as a Pharmacist Assistant (Post-Basic) or Pharmacist Assistant (Post-Basic) Institutional. Registration with a professional council: Registration with the South African Pharmacy Council as Pharmacist's Assistant (Post- Basic) (Institutional) or Pharmacist Assistant (Post-Basic). Experience: **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. Inherent requirement of the job: Valid driver's license (Code B/EB). Willingness to work overtime and after hours as needed. Competencies (knowledge/skills): Good knowledge of institutional pharmacy practices and procedures. Good numeric skills. Knowledge and/or experience in handling pharmaceutical supplies particularly in clinic environment, including appropriate cold chain practices. Knowledge of Drug Supply Management Principles. Knowledge of Good Pharmacy Practice. Meticulous and attention to detail. Good computer skills. Ability to work as part of a team or independently. Ability to work under pressure.

DUTIES : Working under both direct and indirect supervision of a pharmacist. Manage drug supply within the facilities, including but not limited to correct ordering of stock, receiving and checking of stock, appropriate stock control and storage, rotation of stock to prevent expiry, accurate handling of expired stock, and appropriate temperature control. Dispensing and issuing of acute and chronic scripts according to Standard Treatment Guidelines and the WCGHW Pharmaceutical Code List. Issuing medication prepared by Tertiary Institutions and CDU(Chronic Dispensing Unit) and the management thereof. Collection of all pharmacy related data, ensuring accurate compilation of monthly pharmaceutical statistics return and pricing of expired stock. Support to supervisor and colleagues within the Knysna/Bitou Sub-District, within scope of practice. Ensure the provision of high-quality services measured by outcomes of quality assurance activities.

ENQUIRIES : Ms G Turner Tel No: (044) 302 - 8498

NOTE : 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)" It should be noted that advertised posts are linked to the Institution/ Facility that forms part of the Ecosystem Service platform. Upon appointment, incumbents will be expected to render clinical services across institutions in the Ecosystem, as needed to sustain health service delivery.

POST 36/362 : **PHARMACIST ASSISTANT GRADE 1 TO 3 (POST BASIC) (WAREHOUSING)**
Chief Directorate: Emergency and Clinical Services Support

SALARY : Grade 1: R275 340 per annum

Grade 2: R318 666 per annum
Grade 3: R343 761 per annum

CENTRE : Oudtshoorn Medical Depot

REQUIREMENTS : 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 SAPC as a Pharmacist Assistant (Post-Basic) Warehousing. Registration with a professional council: Current registration with the SAPC as a Pharmacist Assistant Post Basic or Pharmacist Assistant Post Basic (Warehousing). Experience: **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. Inherent requirements of the job: Willingness to work overtime when required. Able to pick up and move large/heavy boxes. Competencies (knowledge/skills): Knowledge and/or experience in handling pharmaceutical supplies particularly in a warehouse environment, including Cold Chain Practices. Knowledge of Drug Supply Management Principles. Good knowledge of wholesale warehouse practices and procedures. Good literacy and numeric skills. The ability to work in a warehouse type situation and have the physical dexterity. Computer literacy (MS Word, Excel, Outlook, and Teams) Ability to lift heavy objects and operate heavy machinery- stackers, pallet jacks. Good interpersonal and communication skills. Ability to work independently as well as in a team. Ability to comply with applicable legislation. Ability to work accurately under pressure and maintain a high work ethic.

DUTIES : Assist with the receiving and storage of pharmaceutical products from suppliers. Assist with the control of pharmaceutical stock. Assist with the Issuing of stock against orders from health facilities within the scope of practice of a Post Basic Pharmacist Assistant. Assist with the efficient and secure packaging of pharmaceutical products for delivery. Assist with the effective control and distribution of completed pharmaceutical orders to facilities. Compliance with good pharmacy practice and good warehouse practice. Support and assist the Pharmacy Supervisor with collating statistics.

ENQUIRIES : Ms. C Buthelezi Tel No: (021) 483-8804

NOTE : 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 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).

POST 36/363 : **OCCUPATIONAL THERAPIST GRADE 1 TO 3 (5/8TH POST)**
Overberg District

SALARY : Grade 1: R258 201 per annum
Grade 2: R301 563 per annum
Grade 3: R353 013 per annum

CENTRE : Caledon Hospital, Theewaterskloof Sub-district

REQUIREMENTS : Minimum educational qualification: An appropriate qualification that allows for registration with the Health Professions Council of South Africa (HPCSA) as an Occupational Therapist. Registration with a professional council: Registration with the HPCSA as an Occupational Therapist. Experience: **Grade 1:** None after registration as Occupational Therapist with the HPCSA in respect of SA qualified employees. One-year relevant experience after registration as Occupational Therapist with the HPCSA 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 10 years' relevant experience after registration with the HPCSA as an Occupational Therapist in respect of SA qualified employees. A minimum of 11 years relevant experience after registration with the HPCSA as an Occupational Therapist 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 20 years' relevant

experience after registration with the HPCSA as an Occupational Therapist in respect of SA qualified employees. A minimum of 21 years relevant experience after registration with the HPCSA as an Occupational Therapist in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa. Inherent requirement of the job: Valid (Code B/EB) driver's license. Willingness to travel in the sub-district/ district to consult clients and attend meetings and training sessions. Competencies (knowledge/skills): Good interpersonal, planning and organisational skills, and computer literacy (MS Office). Knowledge of applicable health legislation, relevant acts and policies. Ability to adapt and work efficiently in a resource-constrained environment and as part of a multidisciplinary team.

DUTIES : Provide quality care to patients in the Theewaterskloof sub-district including Caledon Hospital and surrounding clinics and healthcare facilities. Provide Outreach and Support service to PHC facilities in the Theewaterskloof sub-district. Actively participate in skills transfer, training, and academic opportunities relevant to the post. Active involvement in the clinical governance of Theewaterskloof sub-district facilities as required. Administrative duties and referral to secondary and tertiary hospitals. Support to sub-district management while maintaining professional ethics. To render a clinical occupational therapy service at district hospital and PHC level. Provide health promotion. Training and community service interventions. Render mobility assistive device service. Appropriate financial and administrative management. Professional ethics.

ENQUIRIES : Dr RJ Liebenberg Tel No: (028) 212-1070

NOTE : No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to 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 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 registration in a specific category with the relevant council (including individuals who must apply for change in registration status. It should be noted that advertised posts are linked to the Institution/ Facility that forms part of the Ecosystem Service platform. Upon appointment, incumbents will be expected to render clinical services across institutions in the Ecosystem, as needed to sustain health service delivery."

POST 36/364 : **ADMINISTRATION CLERK: SUPPORT SERVICES (RECEPTION)**
Directorate: Facilities Management

SALARY : R237 453 per annum

CENTRE : Head Office, Cape Town (Tygerberg Central Laundry Services)

REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in general office administration functions. Appropriate experience in managing a switchboard and reception area. Competencies (knowledge/skills): Computer literacy in MS Word and Excel. Good written and communication skills. Ability to work under pressure and to meet deadlines. Knowledge of the Western Cape Government policies and guidelines and Control Policy.

DUTIES : To render an effective professional Reception and administrative support service to the Central Laundry Services. Manage communication and correspondence efficiently. Effectively and efficiently capturing all Laundry related statistics and database maintenance. Assist with enquiries and provide support.

ENQUIRIES : Mr JJ Roberts Tel No: (021) 933-0834

NOTE : No payment of any kind is required when applying for this post. Successful candidates may undergo competency assessments/proficiency tests.

POST 36/365 : **ADMINISTRATION CLERK: SUPPORT (LINEN MANAGEMENT)**
Directorate: Facility Management

SALARY : R237 453 per annum

CENTRE : Head Office, Cape Town (Laundry Services: Tygerberg Laundry)

REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in general office administration functions.

Appropriate experience in the accurate counting and auditing. Inherent requirement of the job: Valid EB drivers' license. Willingness travelling away from home. Willingness to work long hours when required. Competencies (knowledge/skills): Good communication skills.

DUTIES : Linen Audits – Conduct regular linen audits at hospitals and health institutions with-in the Western Cape Province. Administrative Function – compile linen shortage and surplus reports Update linen inventories of facilities Provisioning administration – Assist with ordering and control of linen stocks and other office related requirements/materials. Contact functions – Liaise with the laundries and institutions to ensure effective linen control.

ENQUIRIES : Mr J Roberts Tel No: (021) 933-0834

NOTE : No payment of any kind is required when applying for this post.

POST 36/366 : **ADMINISTRATION CLERK: SUPPLY CHAIN MANAGEMENT**
Chief Directorate: Metro Health Services

SALARY : R237 453 per annum

CENTRE : District Six CDC

REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accountancy as a passed subject or Senior Certificate (or equivalent) with experience/competencies that focuses on the Key Performance Areas (KPA's) of the post. Experience: Appropriate experience in inventory and stores management, or supply chain management, and asset management administration. Appropriate experience working in a healthcare or clinical setting. Inherent requirements of the job: Valid Driver's License. Willingness to lift heavy boxes and assets. Competencies (knowledge/skills): Computer literacy (MS Office: Word, Excel and PowerPoint, Outlook). Ability to function independently as well as in a multi-disciplinary team. Communication, interpersonal skills, organisational and time management skills. Knowledge and experience in Healthcare Supply Chain Management and Finance principles and administrative processes. Knowledge of the LOGIS systems, PFMA, Treasury Directives and Legislations on SCM and Assets Management. Ability to adapt to changing priorities and deadlines. Familiarity with medical supplies and equipment. Knowledge of inventory management software and systems (LOGIS).

DUTIES : Issue and receive stock (physically and on LOGIS) and ensuring the safekeeping of stock. Update stock and perform regular spot checks of stock items, and regular stock takes. File all relevant documentation and ensure audit compliance and record keeping. Follow up on outstanding orders with suppliers and Hub Hospital. Assist with all general tasks within the SCM and Finance department. Perform the duties of procurement of goods/services and asset management. Ensure that the FIFO principle is maintained in the stores. Handle queries in all aspects within the SCM department.

ENQUIRIES : Ms N Diedericks Tel No: (021) 833-5400

NOTE : No payment of any kind is required when applying for this post. Short-listed candidates will be subjected to written /practical and oral assessments.

POST 36/367 : **ADMINISTRATION CLERK: FINANCE/ADMIN**
Chief Directorate: Metro Health Services

SALARY : R237 453 per annum

CENTRE : Northern/Tygerberg Sub-Structure Office

REQUIREMENTS : Minimum educational qualification: Senior Certificate (or Equivalent) with Matric and/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 experience in a Finance environment and BAS. Inherent requirements of the job: Valid (Code B/EB) drivers' license. Willingness to work overtime. Competencies (knowledge/skills): Ability to work independently, yet as part of a team. Computer skills in (MS Office: Word and Excel). Knowledge of PFMA, Finance Instructions Provincial Treasury Regulations.

DUTIES : Control, verify, capture journals and report Assets and Liability accounts. Compile and capture payments on BAS. Control, verify and follow up on debt accounts according to prescripts. Handle and replenishment of Petty Cash. Ensure effective and efficient compliance with sundry payment regulations. Reconciliation of supplier's statements and recordkeeping of documentation. Assist in monthly IFS and AFS reporting.

ENQUIRIES : Ms. S Clarke Tel No: (021) 815-8633
NOTE : No payment of any kind is required when applying for this post. Candidates will be subjected to a practical/written and oral assessment.

POST 36/368 : **ADMINISTRATION CLERK: SUPPORT**
Cape Winelands Health District

SALARY : R237 453 per annum
CENTRE : Stellenbosch Sub-district (PHC)
REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent). Competencies (knowledge/skills): Knowledge of Public Service administrative procedures and office management. Knowledge of patient administration, referral pathways and medico-legal documentation. Knowledge of records management and confidentiality principles. Excellent organizational, planning and time management skills. Excellent written and verbal communication skills, including minute-taking. Computer literacy in Microsoft Word, Excel, PowerPoint and Teams. Ability to work independently and under pressure while managing multiple priorities. Ability to work accurately with attention to detail. Good interpersonal, customer service and problem-solving skills. Maintain strict confidentiality and professionalism. Knowledge of Public Health Systems Programmes (HealthNet, Clinicom, CAReS, PHCIS) or similar health information systems.
DUTIES : Provide comprehensive secretarial and executive support to Family Physicians and the multidisciplinary medical team. Coordinate diaries, meetings, leave administration, HR documentation and office administration. Provide clinical administrative support, including patient bookings, referrals, medico-legal documentation, HealthNet coordination and communication with patients and families. Oversee office communication processes, including telephone systems, call routing, message management and escalation of urgent matters. Coordinate operational administrative functions, including access control, overnight-room oversight, office supplies, quality improvement projects and general management support. Supervise, orientate and mentor Medical Secretary interns, including task allocation, performance feedback and completion of training documentation. Maintain accurate records and ensure confidentiality of all administrative and clinical information.
ENQUIRIES : Dr. L B Eksteen Tel No: (021) 808-6135
NOTE : No payment of any kind is required when applying for this post. It should be noted that advertised posts are linked to the Institution/ Facility that forms part of the Ecosystem Service platform. Upon appointment, incumbents will be expected to render clinical services across institutions in the Ecosystem, as needed to sustain health service delivery.

POST 36/369 : **ADMINISTRATION CLERK: ADMISSIONS**
Overberg District

SALARY : R237 453 per annum
CENTRE : Hermanus CDC, Overstrand Sub-district
REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate patient administrative experience in a health/patient environment. Appropriate Clinicom/PHCIS experience. Inherent requirements of the job: A valid (code B/EB/C1) driver's license. Willingness to work overtime if operational requirements so demand. Good interpersonal skills. Competencies (knowledge/skills): Good communication skills. Computer literacy in MS Office. Good interpersonal and communication skills, ability to work independently, and as part of a team, ability to maintain confidentiality and problem-solving and conflict management with good organizational skills. Knowledge of applicable policies - Hospital Fees memorandum Chapter 18, the Uniform. Patient Fee Schedule (UPFS), Finance Instructions & Medical Records policies. Knowledge of Clinicom.
DUTIES : Admission of patients including correct patient assessment and accurate data/information capturing. Ensure correct management of patient folders at reception area and schedule appointments (new, follow-up and operations) on the system. Recordkeeping, compile new, retrieve, file, trace lost and manage duplicates and old folders as well as maintain a record system and archive. Accurate collection, safekeeping and deposit of state money. Deal with written and or telephonic queries or enquiries with regards to patient admission matters. Perform relief duties as well as support to supervisor as required.

ENQUIRIES : Mr DJ Smith Tel No: (028) 312-1257
NOTE : No payment of any kind is required when applying for this post. Short listed candidates may be subjected to a practical test.

POST 36/370 : **ADMINISTRATION CLERK: WARDS**
Chief Directorate: Metro Health Services

SALARY : R237 453 per annum
CENTRE : Victoria Hospital
REQUIREMENTS : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Appropriate experience in Microsoft Office and Clinicom information management system. Appropriate experience in a hospital environment. Inherent requirements of the job: Perform relief duties as required. Competencies (knowledge/skills): Good verbal, written and interpersonal communication skills. Practical computer skills (MS Word, Outlook and Excel). Maintain and exercise confidentiality of patient's information. Good interpersonal relations, organisational skills, and customer care.
DUTIES : Effective and efficient patient administration through liaison with clients, record keeping, documentation, filing, and telephone enquiries. Effective and efficient patient administration including checking that all follow-up bookings for all outpatients on Clinicom system has been booked. Attendances and disposals are dealt with daily. Capturing of ICD10 codes. Ensure that all fees and administrative related documents are signed, ensuring availability of folders and necessary documents for admission. Effective handling of material resources, assets. Perform admin duties in wards/sections. Ensure all patient processes and activities run smoothly and efficiently in the wards/sections. Support to supervisor and colleagues with administration tasks.
ENQUIRIES : Ms J van der Riel Tel No: (021) 799 1270 or email: Jacomina.vanderriel@westerncape.gov.za
NOTE : No payment of any kind is required when applying for this post.

POST 36/371 : **STAFF NURSE GRADE 1 TO 3 (X3 POSTS)**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R229 440 per annum
Grade 2: R272 778 per annum
Grade 3: R319 071 per annum
CENTRE : Brackengate Transitional Care (TCF)
REQUIREMENTS : Minimum educational qualification: Qualification that allows registration with the SANC as a Staff Nurse. Registration with a professional council: Qualification that allows registration with the SANC as a Staff Nurse. Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years appropriate/recognizable experience in nursing after registration with the SANC as an Enrolled Nurse. **Grade 3**: A minimum of 20 years appropriate/ recognizable experience in nursing after registration with the SANC as an Enrolled Nurse. Inherent requirements of the job: Willingness to work overtime when necessary. Will be required to work shifts, including night duty, weekends, and public holidays. Be prepared to assist in another department other than where you are placed, according to operational requirements. Competencies (knowledge/skills): Good communication, planning, and interpersonal skills. Ability to work in a multidisciplinary team. Enhance patient care through the implementation of SOP's, policies, and guidelines.
DUTIES : Provide basic clinical nursing care. Development and implementation of basic patient care plans. Facilitate the provision of health care and education according to individual needs of patients, family and community. Effective utilization of resources. Maintain professional growth/ethical standards and self-development. Reporting on patient safety and adverse incidents. Effective record keeping.
ENQUIRIES : Ms S Abrahams Tel No: (021) 834-5826
NOTE : No payment of any kind is required when applying for this post.

POST 36/372 : **STAFF NURSE GRADE 1 TO 3**
Cape Winelands Health District

SALARY : Grade 1: R229 440 per annum
Grade 2: R272 778 per annum

Grade 3: R319 071 per annum

CENTRE : Breede Valley Sub-district (based at De Doorns CHC)

REQUIREMENTS : Minimum educational qualification: Qualification that allows registration with the SANC as a 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 nursing experience after registration with the SANC as a Staff Nurse. **Grade 3:** A minimum of 20 years appropriate/recognisable nursing experience after registration with SANC as a Staff Nurse. Inherent requirements of the job: Valid (code B/EB) driver's license. Competencies (knowledge/skills): Good communication, planning, and interpersonal skills. Ability to work in a multidisciplinary team. Enhance patient care through the implementation of SOP's, policies, and guidelines.

DUTIES : 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.

ENQUIRIES : Mr MB Makalima Tel No: (023) 814-2212

NOTE : 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). It should be noted that advertised posts are linked to the Institution/ Facility that forms part of the Ecosystem Service platform. Upon appointment, incumbents will be expected to render clinical services across institutions in the Ecosystem, as needed to sustain health service delivery.

POST 36/373 : **STAFF NURSE GRADE 1 TO 3**
Cape Winelands Health District

SALARY : Grade 1: R229 440 per annum
Grade 2: R272 778 per annum
Grade 3: R319 071 per annum

CENTRE : Sonstraal Hospital

REQUIREMENTS : Minimum educational qualification: Qualification that allows registration with the SANC as a Staff Nurse. Registration with a professional council: Registration with SANC as Staff Nurse. Experience: **Grade 1**: None. **Grade 2**: A minimum of 10 years' appropriate/recognizable experience in nursing after registration with the SANC as a Staff Nurse. **Grade 3:** A minimum of 20 years' appropriate/recognizable experience in nursing after registration with the SANC as a Staff Nurse. Inherent requirements of the job: Willingness to work shifts, night and day shifts, weekends, public holidays and overtime when necessary. Willingness to work in all wards. Competencies (knowledge/skills): Good communication and interpersonal relationships. Basic computer skills in MS Word, Excel, Outlook. Knowledge of relevant legislation and policies of the Department of Health Western Cape.

DUTIES : Development and implementation of basic patient care plans. Provide basic clinical nursing care. Effective utilization of physical and financial resources. Maintain professional growth/ethical standards and self-development.

ENQUIRIES : Ms. N. Liebenberg Tel No: (021) 837 8088

NOTE : 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 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).

POST 36/374	:	**FORENSIC PATHOLOGY OFFICER GRADE 1 TO 2 (X2 POSTS)** Chief Directorate; Emergency and Clinical Support Services
SALARY	:	Grade 1: R225 777 per annum Grade 2: R262 953 per annum
CENTRE	:	Worcester And Ceres, Forensic Pathology Service
REQUIREMENTS	:	Minimum educational qualification: Senior Certificate with having achieved mathematics and Life Science and/or Biology as passed subjects. Experience: **Grade 1:** None. **Grade 2**: 10 year's appropriate experience. Inherent requirement of the job: Valid Code B/EB driver's license. Ability to work under pressure. Willingness to be trained in Forensic Investigation and Dissection. Ability to work with and lift corpses, (mutilated, decomposed, infectious viruses, obese). Be willing to travelling long distances and working standby duties / overtime. Competencies (knowledge/skills): Computer and software literacy. Ability to be trained in 4x4 Vehicle handling. Ability to be trained in photography. Ability to communicate clearly and discreetly in person and in writing. Willingness to assist with duties in an X-ray room. Ability to achieve and maintain good interpersonal and working relations with staff and clients. Ability to interpret and apply policies. Will be required to deliver testimony in court proceedings.
DUTIES	:	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 Forensic Pathology Laboratory.
ENQUIRIES	:	Mr P Albertyn Tel No: (023) 347 -5353 or email: Paul.Albertyn@westerncape.gov.za
NOTE	:	No payment of any kind is required when applying for this post. Short-listed candidates will be subjected to a practical test. Candidates will be subjected to security clearance prior to appointment.
POST 36/375	:	**ARTISAN ASSISTANT (TECHNICAL SERVICES)** Cape Winelands Health District
SALARY	:	R201 093 per annum
CENTRE	:	West Coast TB Centre (Based at Sonstraal Hospital, Malmesbury)
REQUIREMENTS	:	Minimum Educational qualification: Grade 10 (or equivalent). Experience: Appropriate experience in at least one of these fields: repairs and maintenance of hospital equipment, infrastructure, painting, air-conditioning, refrigeration, plumbing, electrical, carpentry. Inherent requirements of the job: Valid (Code B/EB/C) driver's license. Physically fit to perform duties, work at heights and in confined spaces. Must be prepared to work overtime and perform standby duties after hours, including weekends and Public Holidays. Competencies (knowledge/skills): Adherence to the Occupational Health and Safety Act 1993 and its relevant regulations.
DUTIES	:	Carry out ad-hoc maintenance and repair requests, perform or arrange preventative maintenance on plant and equipment, follow emergency maintenance protocols, at the hospital and health facilities within the sub-district under supervision of the Artisan. Carry out daily checks on generator, oxygen, and other machinery, adhere to the maintenance schedule for all facilities, and do regular facility inspections. Provide specifications under the supervision of the Artisan for service provider jobs, attend site meetings and manage contractors. Ensure an organised neat workshop, efficient and effective management and control of stock, tools, equipment, and perform administrative duties. Ensure excellent record keeping. Assist with the management and supervision of the maintenance team reporting to the Artisan Assistant. Provide assistance and support to Artisan, managers, supervisor and colleagues.
ENQUIRIES	:	Mr. HL Siegelaar Tel No: (021) 837-8097
NOTE	:	No payment of any kind is required when applying for this post. It should be noted that advertised posts are linked to the Institution/ Facility that forms part of the Ecosystem Service platform. Upon appointment, incumbents will be expected to render clinical services across institutions in the Ecosystem, as needed to sustain health service delivery."

POST 36/376 : **ARTISAN ASSISTANT (TECHNICAL SERVICES)**
West Coast District

SALARY : R201 093 per annum
CENTRE : Swartland Hospital, Swartland Sub-district
REQUIREMENTS : Minimum educational qualification: Grade 10 or equivalent. Experience: Appropriate experience in at least one of these fields: welding, painting, carpentry, and plumbing with general electrical knowledge. Inherent requirements of the job: Valid (Code B/EB) driver's license. Willingness to work overtime and to perform standby duties, including weekends and public holidays. Physically fit to handle heavy equipment and objects. Must be able to work on heights i.e. on ladders and scaffolding. Competencies (knowledge/skills): Adherence to the Occupational Health and Safety Act 1993 and its relevant regulations. Read, write and follow written instructions, including manuals and written procedures. Ability to optimally utilise allocated resources such as tools and materials and be skilled in the usage of a variety of tools. Ability to work independently and as part of a team. Ability to adhere to safety standards. Ability to use a conventional lathe or milling machine. Must be able to work on heights i.e. on ladders and scaffolding.
DUTIES : Assist Artisan with an effective and efficient maintenance and technical support service to the institutions. Assist the Artisan with the maintenance of installations, machinery, equipment as well as the workshop and garden tools. Render a support function in the workshop as well as standby duties. Maintain professional growth / ethical and self-development.
ENQUIRIES : Mr. L. Kortje Tel No: (022) 487-9202
NOTE : No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a practical test.

POST 36/377 : **NURSING ASSISTANT GRADE 1 TO 3 (X9 POSTS)**
Chief Directorate: Metro Health Service

SALARY : Grade 1: R181 230 per annum
Grade 2: R211 401 per annum
Grade 3: R249 141 per annum
CENTRE : Lentegeur Hospital
REQUIREMENTS : Minimum educational qualification: Appropriate 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: **Grade 1**: None. **Grade 2:** A minimum of 10 years' appropriate/recognizable nursing experience after registration with the SANC as Nursing Assistant. **Grade 3:** A minimum of 20 years' appropriate/recognizable nursing experience after registration with the SANC as Nursing Assistant. Inherent requirement 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.
DUTIES : Assist patients with activities of daily living which includes patient hygiene, provide nutrition, assist with mobility, and elimination processes. Provide elementary clinical nursing care. Maintain documentation and communication. Effective utilization of resources. Maintain professional growth/ethical standards and self-development. Actively participating in in-service training interventions.
ENQUIRIES : Sr Jessica King Tel No: (021) 370-1230
NOTE : No payment of any kind is required when applying for this post.

POST 36/378 : **NURSING ASSISTANT GRADE 1 TO 3 (STATE PATIENTS, MALE HIGH CARE AND WARD 2 MALE PRE-DISCHARGE) (X3 POSTS)**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R181 230 per annum
Grade 2: R211 401 per annum
Grade 3: R249 141 per annum
CENTRE : Valkenberg Hospital

REQUIREMENTS : Minimum Educational qualification: Appropriate qualification that allows registration with the South African Nursing Council (SANC) as a Nursing Assistant. Registration with a professional council: Registration with the South African Nursing Council (SANC) as a Nursing Assistant. Experience: **Grade 1**: 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, public holidays, after hours, night duty and weekend cover for nursing. Willingness to work overtime when needed. Willingness to rotate to other wards when required. Willingness to rotate between departments in the facility. Competencies (knowledge/skills): Good interpersonal, planning, and organisational skills. Computer literacy (MS Word, Excel & Outlook). Knowledge of the Mental Health Care Act, Child Care Act, Nursing Act and other relevant legislation. Knowledge and experience of Community Mental Health at Specialised Hospital level.

DUTIES : 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.

ENQUIRIES : Ms. Z. Shaw Tel No: (021) 440-3240

NOTE : 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 appointments 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).

POST 36/379 : **NURSING ASSISTANT GRADE 1 TO 3 (CHRONIC WARD 2)**
Cape Winelands Health District

SALARY : Grade 1: R181 230 per annum
Grade 2: R211 401 per annum
Grade 3: R249 141 per annum

CENTRE : ID Hospital, West Coast TB Centre (Malmesbury)

REQUIREMENTS : Minimum educational qualification: Qualification that allows registration with South African Nursing Council (SANC) as a Nursing Assistant. Registration with a professional council: Registration with the South African Nursing Council (SANC) as a Nursing Assistant. Experience: **Grade 1:** None. **Grade 2**: A minimum of 10 years' appropriate/recognisable experience after registration with the SANC as Nursing Assistant. **Grade 3:** A minimum of 20 years' appropriate/ recognisable experience after registration with the SANC as Nursing Assistant. Inherent requirements of the job: Willingness to work shifts, weekends, public holidays and night duty as well as overtime when necessary. Willingness to work in all wards. Competencies (knowledge/skills): Ability to work in the multidisciplinary team. Good communication and interpersonal relationships. Knowledge of relevant nursing legislation, policies and protocols of the Department of Health, Western Cape. Ability to accept accountability and responsibility.

DUTIES : Assist patients with activities of daily living (physical care). Provide elementary clinical nursing care. Maintain professional growth/ethical standards and self-development. Effective utilisation of physical and financial resources. Effective functioning within the multidisciplinary team.

ENQUIRIES : Ms N Liebenberg Tel No: (021) 837-8088

NOTE : 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).

POST 36/380 : **NURSING ASSISTANT GRADE 1 TO 3 (X2 POSTS)**
Chief Directorate: Metro Health Services

SALARY : Grade 1: R181 230 per annum
Grade 2: R211 401 per annum,
Grade 3: R249 141 per annum

CENTRE : Elsies River CHC (X1 Post)
Morning Star CDC (X1 Post)

REQUIREMENTS : 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: **Grade 1**: None after registration with SANC as a Nursing Assistant. **Grade 2:** A Minimum of 10 years appropriate/recognisable experience in nursing after registration as a Nursing Assistant with SANC. **Grade 3:** A Minimum of 20 years appropriate/recognisable experience in nursing after registration as a Nursing Assistant with SANC. Inherent requirements of the job: Willingness to work overtime when necessary. Will be required to work shifts, public holidays, night duty, after hours and weekends. Must be prepared to assist in all departments according to operational needs. Ability to work under pressure. Competencies (knowledge/skills): Good communication skills and ability to communicate (written and verbal). Ability to work in the multi-disciplinary team. Enhance patient care through the implementation of SOP's, policies and guidelines.

DUTIES : Provide elementary clinical nursing care. Assist patients with activities of daily living which includes patient hygiene, provide nutrition, assist with mobility and elimination processes. Monitor patient vital signs and report any abnormal findings. Reporting on patient safety and adverse incidents. Effective utilization of resources. Maintain professional growth/ethical standards and self-development. Actively participating in in-service training interventions.

ENQUIRIES : Ms. JJ Heunis Tel No: (021) 931-0211 or Ms. L Rose-Benjamin Tel No: (021) 829-8330

NOTE : No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a practical/written 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).

POST 36/381 : **NURSING ASSISTANT GRADE 1 TO 3 (PAEDIATRIC) (X1 POST) (TRAUMA & EMERGENCY) (X1 POST) (ORTHOPAEDIC) (X1 POST)**
Chief Directorate: Rural Health Services

SALARY : Grade 1: R181 230 per annum
Grade 2: R211 401 per annum
Grade 3: R249 141 per annum

CENTRE : Worcester Hospital

REQUIREMENTS : Minimum educational qualification: Qualification that allows registration with South African Nursing Council (SANC) as a Nursing Assistant. Registration with a professional council: Registration with the South African Nursing Council (SANC) as a Nursing Assistant. Experience: **Grade 1:** 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: Ability to work shifts during the day and night, weekends and public holidays and overtime when required by supervisor. Willingness to rotate within different Functional Business Units. Competencies (knowledge/skills): Sound knowledge of SANC Regulation which prescribe nursing practice. The ability to function independently in a multi-disciplinary team and the ability to direct the team to ensure quality nursing care. Good interpersonal and communication skills. Ability to deal with conflict situations and make sound decisions under pressure.

DUTIES : Assist patients with activities of daily living (physical care). Provide elementary clinical nursing care. Effective utilization of physical and financial resources. Maintain professional growth / ethical standards and self-development.

ENQUIRIES : Mr S Bruiners Tel No: (023) 348 1104

NOTE : 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).

POST 36/382 : **LINEN STORES ASSISTANT**
Directorate: Facility Management

SALARY : R144 024 per annum

CENTRE : Head Office, Cape Town (Laundry Services: Tygerberg Laundry)

REQUIREMENTS : Minimum educational qualification: Basic literacy and numeracy skills. Experience: Appropriate Laundry and Linen experience in a Central Laundry setting. Inherent requirement of the job: Physically fit to do manual labour. Competencies (knowledge/skills): Good communication skills.

DUTIES : Provide effective, efficient, safe hygiene and cleaning practices within the laundry. Provide a support service to Linen Supervisor. Daily unloading of soiled linen from trucks. Daily loading of trucks. Return of clean linen to linen bank. Packing of shelves in Linen bank. Sorting of soiled linen under the supervision of the Linen Supervisor.

ENQUIRIES : Mr J Roberts Tel No: (021) 933-0834

NOTE : No payment of any kind is required when applying for this post.

POST 36/383 : **LINEN STORES ASSISTANT**
West Coast District

SALARY : R144 024 per annum

CENTRE : Swartland Hospital, Swartland Sub-district

REQUIREMENTS : minimum educational qualification: Basic literacy and numeracy skills. Experience: Appropriate experience. Inherent requirements of the job: Valid (Code B) driver's license. Ability to do physical hard work and stand for long hours. Competencies (knowledge/skills): Good interpersonal relations with supervisor, colleagues, and the public. Ability to function in a group. Ability to read and write. Ability to sort and count linen. Knowledge of using washing machines/ tumble dryers.

DUTIES : Collect/ deliver either soiled/ clean linen with a trolley from and to wards. Empty linen bags, sorting, counting, and cleaning area. Load/ off load linen bags on and off truck and pack shelves in linen bank as well as packaging of linen for despatching. Render a support service to supervisor/laundry component. Assist with relief driver duties when necessary. Wash, dry and iron small quantities of linen, clothing, and other textiles.

ENQUIRIES : Mr. J Timotheus Tel No: (022) 487-9206

NOTE : No payment of any kind is required when applying for this post.

POST 36/384 : **MEDICAL SPECIALIST GRADE 1 TO 3 (GENERAL SURGERY) (SESSIONAL) (8 HOURS PER WEEK)**
(6-Month Contract)
Garden Route District

SALARY : Grade 1: R671 per hour
Grade 2: R766 per hour
Grade 3: R887 per hour

CENTRE : Knysna Hospital

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in General Surgery. Registration with a professional council: Registration with the HPCSA as a Medical Specialist in General Surgery. Experience: **Grade 1:** None after registration with the HPCSA as Medical Specialist in General Surgery. **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 General Surgery. **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 General Surgery. Inherent requirements of the job: Valid driver's license (Code B/EB) and willingness to travel in the district. Competencies (knowledge/skills): Knowledge and understanding of Health Care 2030. Excellent administrative and research skills. Computer literacy in MS Office. Clinical competencies (training and teaching skills.)

DUTIES : The successful candidate will report to the Medical Manager / Clinical Manager of the District Hospital and support the planning, governance and development of surgical services. Provide specialist General Surgery services at the District Hospital, including outpatient consultations, inpatient care, theatre services, minor procedures and management of complex surgical patients. Provide clinical leadership and governance for surgical services, including the development and monitoring of clinical protocols, referral pathways, quality-improvement initiatives and evidence-based standards of care. Provide supervision, mentoring and clinical support to Medical Officers, Community Service Medical Officers, interns and other health professionals, and support ongoing training and development of clinical competence. Strengthen access to appropriate surgical care through improved patient selection, theatre utilisation, waiting-list management and management of suitable patients closer to home. Conduct and support clinical audits, morbidity and mortality reviews, patient-safety initiatives and other quality-assurance activities relevant to surgical services. Liaise with surgical specialists and subspecialists at Regional and Tertiary Hospitals to strengthen referral, counter-referral, specialist outreach and shared management of patients. Support the decentralisation of surgical services through outreach, specialist clinics, procedural support, case discussions and clinical mentoring aimed at building local capacity. Participate in the training of health professionals and in research relevant to the clinical and service needs of the district.

ENQUIRIES : Dr FR Potgieter Tel No: (044) 302–8405

NOTE : 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). It should be noted that advertised posts are linked to the Institution/ Facility that forms part of the Ecosystem Service platform. Upon appointment, incumbents will be expected to render clinical services across institutions in the Ecosystem, as needed to sustain health service delivery.

POST 36/385 : **MEDICAL SPECIALIST GRADE 1 TO 3 (INTERNAL MEDICINE) (SESSIONS) (16 SESSIONS PER WEEK)**
Garden Route District

SALARY : Grade 1: R671 per hour
Grade 2: R766 per hour
Grade 3: R887 per hour

CENTRE : Knysna Hospital

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Medical Specialist in Internal Medicine. Registration with a professional council: Registration with the HPCSA as a Medical Specialist in Internal Medicine. Experience**: Grade 1**: None after registration with the HPCSA as Medical Specialist in Internal Medicine. **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 Internal Medicine. **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 Internal Medicine. Inherent requirement of the job: Valid driver's license (Code B/EB) and willingness to travel in the district. Competencies (knowledge/skills): Knowledge and understanding of Health Care 2030. Excellent administrative and research skills. Computer literacy in MS Office. Clinical competencies (training and teaching skills.)

DUTIES : The successful candidate will report to the Medical Manager / Clinical Manager of the District Hospital and support the planning, governance and development of clinical services. Provide specialist Internal Medicine services at the District Hospital, including ward rounds, outpatient consultations, management of complex medical patients and specialist support to other clinical disciplines. Provide clinical leadership and governance for Internal Medicine services, including the development and monitoring of clinical protocols, referral pathways, quality-improvement initiatives and evidence-based standards of care. Provide supervision, mentoring and clinical support to Medical Officers, Community Service Medical Officers, interns and other health professionals, and support ongoing training and development of clinical competence. Support the management of complex and chronic medical conditions and strengthen continuity of care between the hospital, Primary Health Care services and higher levels of care. Conduct and support clinical audits, morbidity and mortality reviews, patient-safety initiatives and other quality-assurance activities relevant to Internal Medicine. Liaise with specialists and subspecialists at Regional and Tertiary Hospitals to strengthen referral, counter-referral, specialist outreach and shared management of patients. Support the decentralisation of specialist services through outreach, specialist clinics, case discussions and clinical mentoring aimed at building local capacity and managing appropriate patients closer to home. Participate in the training of health professionals and in research relevant to the clinical and service needs of the district.

ENQUIRIES : Dr FR Potgieter Tel No: (044) 302 – 8405

NOTE : 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). It should be noted that advertised posts are linked to the Institution/ Facility that forms part of the Ecosystem Service platform. Upon appointment, incumbents will be expected to render clinical services across institutions in the Ecosystem, as needed to sustain health service delivery.