

DEPARTMENT OF CORRECTIONAL SERVICES

- APPLICATIONS** : Indicate the reference number and position you are applying for on your application form (Z83) and post your complete application to: Department of Correctional Services, Head Recruitment, Private Bag X01, Edgemoed, 7404 OR hand deliver at: Breede River Street, Monte Vista, Edgemoed. Contact person: Ms M Sanders Tel no: (021) 550 6059.
- CLOSING DATE** : It is the sole responsibility of an applicant to ensure that their application reaches DCS before 25 August 2017 @ 15h45.
- NOTE** : Before you apply: All costs associated with an application will be borne by the applicant. The Department of Correctional Services is an equal opportunity employer. The Department will take into consideration the objectives of Section 195 (1) (i) of the Constitution of the Republic of South Africa, 1996 (Act 108 of 1996) and the Employment Equity Act, 1998 (Act 55 of 1998) in filling of these vacancies. It is our intention to promote representivity in respect of race, gender and disability through the filling of these positions. In support of this strategy, applicants need to indicate race, gender and disability status on the application form/CV. Applicants who have retired from the Public Service with a specific determination that they cannot be re-appointed or have been declared medically unfit will not be considered. Please take note that correspondence will only be conducted with the shortlisted candidates. If you have not been contacted within three (3) months of the closing date of the advertisement, please accept that your application is unsuccessful. Please do not call the department to enquire about the progress of your application. Applicants must note that further checks will be conducted once they are shortlisted and that their appointment is subject to positive outcomes on these checks, which include security clearance, security vetting, qualification verification, and criminal records verification. Appointment to this post will be provisional, pending the issue of a security clearance. If you cannot get a security clearance, your appointment will be re-considered/possibly terminated. Finger prints may be taken on the day of interview. The Department of Correctional Services reserves the right not to fill this advertised post. Applications: Applications must be submitted on form Z83 (Public Service Application form), obtainable from any Public Service Department, and must be completed in full. Applications must be accompanied by a CV, copies of qualifications, identity document and valid driver's licence. All copies attached must be certified a true copy of the original and not older than three months. Faxed and e-mailed applications will not be accepted. Candidates must comply with the minimum appointment requirements. CV's should be aligned to reflect one's degree of compliance with the advert requirements and responsibilities.

OTHER POST

- POST 32/02** : **MEDICAL OFFICER GRADE 1: REF NO: WC/2017/08/01**
- SALARY** : R736 425 per annum (all-inclusive package)
- CENTRE** : Pollsmoor Management Area (Western Cape)
- REQUIREMENTS** : Recognized MBChB with traceable experience in the Health Services environment. Registration as Medical Practitioner with the Health Professional Council of South Africa. Public Health experience will be an advantage. Computer literate. Valid driver's licence. Competencies and Attributes: Knowledge of public health, financial management, communication, project and programme management, transformation management, change management, stakeholder management, problem solving and analysis, service delivery innovation, decision making, people management and empowerment, evaluation skills, integrity and honesty, confidentiality, good interpersonal relations, understanding of Public Service policy and legislative framework, assertiveness and ability to network.
- DUTIES** : Render basic medical healthcare services to offenders. Provide clinical care and relevant Primary Healthcare Programmes. Render medico-legal services. Maintain good medical practice. Adhere to medical standards. Write reports and keep records. Effectively utilise resources. Provide emergency medical care, including after hours. Refer patients to authorised and recognised healthcare providers. Provide training where necessary. Perform medical procedures. Liaise with internal and external counterparts regarding healthcare delivery. Adhere to departmental policies and orders.

ENQUIRIES
NOTE

Implement the national drug policy, including adherence to essential drug list.
Management of human, finance resources and assets.
: Mrs MD Sanders Tel no: (021) 550 6059
: Appointment under the Public Service Act