

**PROVINCIAL ADMINISTRATION: GAUTENG
DEPARTMENT OF E-GOVERNMENT**

is the it department intention to promote equity through filling of all numeric targets as contained in Employment Equity Plan to facilitates this process successfully, an indication of race, gender and disability status is required

APPLICATIONS : Application should be delivered to: Gauteng Department of e-Government ,
Imbumba House 75 Fox Street, Marshalltown or Applicants can apply online at:
www.gautengonline.gov.za

CLOSING DATE : 29 September 2017

MANAGEMENT ECHELON

POST 37/184 : **DIRECTOR: MONITORING AND EVALUATION REF NO: 001624**
(Performance-based: 5 Year Fixed-Term Employment Contract)
Branch: Corporate Management

SALARY : R898 743 per annum (All Inclusive remuneration package)
CENTRE : Johannesburg
REQUIREMENTS : Matric plus SAQA recognised NQF 7 qualification in Business, Management, or related field. Minimum of 5 year experience in a middle management role relating to monitoring and evaluation.

DUTIES : Responsible for managing the translation of the strategic vision into actionable and measurable objectives that are aligned with corporate priorities for the shared service department. Develop and ensure the implementation of measurement model to predict business performance and results with connection with current operations, strategic vision and services provisions. Consolidate and ensure adherence to business and operational deliverable as outlined at EMT (Executive Management Team) and ESMT (Executive Senior Management Team.) consolidation and consolidation and coordination of the operational planning and reporting processes. Review and consolidation of the performance Management at the functional business unit level. Coordination and compilation of organisational performance reports as well as the supporting statistics. Lead business performance programs that align with the departmental strategy and directly result in measurable services provision improvements. Consults and collaborate with senior managers, as well as practitioners at all levels of the organization and with third party organizations to establish continuous improvement through systematic measurement, analysis and action. Development and management of business performance projects. (Including but not limited to) the assumption optimisation of services Provisions and operational process improvement. Review and report on Policy compliance: formulates policy options to address policy gaps; Facilitate the development of policy and legislation; and contribute to MPAT Related processes.

ENQUIRIES : Mr Oscar Baloyi, Tel no: (011) 689 4648

POST 37/185 : **DIRECTOR: E-SERVICES REF NO: 001625**
(Performance –based: 5 Year Fixed-Term Employment Contract)
Branch: ICT

SALARY : R898 743 per annum (All Inclusive remuneration package)
CENTRE : Johannesburg
REQUIREMENTS : Matric plus recognised NQF 7 qualifications. A minimum of 5 years' experience in a middle management role relating to the duties and Responsibilities specified. Relevant experience in strategy development. SLA Management. Content Management. Security, Privacy, and Authentication. E-commerce.

DUTIES : Understanding the overall business strategy for the organisation. Communicate and negotiate with various stakeholders. Setting up and executing projects plans. Build and maintain relationships with all stakeholders. Control budget. Understand current business frameworks and processes. Creation and formulations of a risk management plan, including mitigation plan and intervention strategies. Have sound knowledge of Microsoft services environment including online training and

development systems. Preparation and delivery of Microsoft business presentations detailing business problems and solutions. Provide regular process and feedback reports. Keep abreast of latest advancement of latest in Microsoft baskets of services; manage the appropriate in light of attaining greater e-Government maturity. Service business continuity and SLA Management with key dependencies. Responsible for overall scope, timelines and quality standards of e-Government projects. Keep abreast of latest technology advancements; investigate new technologies to enhance business processes.

ENQUIRIES

: Mr Oscar Baloyi, Tel no: (011) 689 4648

POST 37/186

: **DIRECTOR: FINANCIAL ACCOUNTING REF NO: 001626**

(Performance-based: 5 Year Fixed-Term Employment Contract)

Branch: Office of the Chief Financial Officer

Personal Profile: Strategic and leadership capability, Innovative thinker, Excellent time Management, report writing, communication skills, legislative. Good Customer relation skills, management skills, analytical and solution Orientated.

SALARY

: R898 743 per annum (All Inclusive remuneration package)

CENTRE

: Johannesburg

REQUIREMENTS

: Matric certificate plus a finance related NQF 7 qualification. A minimum of 5 years' middle management experience in and knowledge of the finance function. Proven management skills. Track record in preparation and Management of strategic plans, business plans and budgeting. Ability to implement and internal systems and controls to ensure sound financial Management.

DUTIES

: Manage the financial function of E-GOV. and to ensure sound financial management in the E-GOV. provide excellent and accurate financial management support to all business units within E-GOV, thereby enabling them to focus on their core business. Provide financial management and control via regular reporting and analysis of trends and variances. Enhance service delivery through the alignment of expenditure with business and organisational objectives. Facilitates and coordinates financial planning in terms of Medium Term Expenditure Framework (MTEF). Coordinate the preparation and presentation of financial performance PFMA compliance report to both E-GOV. Management & Provincial Treasury. Assist business units focus on forecasting/ planning and financial analysis. Supervise monthly and year end close processes, including completion of journal entries, account reconciliation and variance analysis Management of staff in the directorate.

ENQUIRIES

: Mr Oscar Baloyi, Tel no: (011) 689 4648

POST 37/187

: **DIRECTOR: DOCUMENT AND RECORDS MANAGEMENT REF NO: 001627**

(Performance-based: 5 Year Fixed-Term Employment Contract)

Branch: Corporate Management

SALARY

: R898 743 per annum (all-inclusive package), Level 13

CENTRE

: Johannesburg

REQUIREMENTS

: Matric plus a Post Graduate qualification in Records Management or Business Management (NQF 7). 8 – 10 years' experience in records/documents management. Minimum of 5 years' experience at middle management level. Document and Records Management experience, Public sector experience, Private sector experience and Business Management experience.

DUTIES

: Manage the systems for document- and record management in E-GOV. Maintain service level agreements with GPG Departments and E-GOV Business Units. Ensure continuous improvement of the Document and Records Management strategies. Quality assure Document Management and Records Management processes and outputs. Keep abreast of Document and Records Management developments. Mentor and support DMC Shift Leaders, Team Leaders and Specialists as well as the Records Manager, Team Leaders, Specialists and staff. Maintain and improve infrastructure for Document Management in E-GOV. Develop, establish and implement infrastructure for Records Management in E-GOV with due cognizance to the following acts of the Republic of South Africa: National Archives and Records Service of South Africa (Act no 43 of 1996 as amended), Public Finance Management Act (Act no 1 of 1959), Promotion of

Access to Information Act (Act no 2 of 2000), Promotion of Administrative Justice Act (Act no 3 of 2000). Ensure the integration of both the Document and Records Management solutions for E-GOV and to maintain it after implementation. Answer and resolve complex and sensitive Document and Records Management matters. Delivery of Document and Records Management services. Quality assure DMC and RMC process implementation. Ensure ongoing development of DMC- Shift Leader, Team Leaders and Specialists, as well as Records Manager-, Team Leader and Specialist. Ensure continuous improvement of Document and Records Management strategies. Maintain service level agreements with line E-GOV Business Units and GPG entities. Ensure the provision of adequate budgets for DMC and RMC operations and manage costs in relation to those budgets. Justify unbudgeted expenditure to the satisfaction of the Chief Financial Officer. Ensure unit costing is developed and implemented and to constantly reduce unit costs for all processes of the Document and Records Management Centre, through innovative thinking and process and business reengineering. Ensure the ongoing measurement of DMC and RMC outputs and assure service delivery in terms of DMC standards and Service Level Agreements with GPG entities and E-GOV Business Units.

ENQUIRIES : Mr Oscar Baloyi, Tel no: (011) 689 4648

DEPARTMENT OF HEALTH

NOTE : Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The Completed and signed form should be accompanied by a recently updated CV as well as certified copies of all qualification/s and ID document(no copies of certified copies allowed, certification should not be more than six months old). Failure to submit all the requested documents will result in the application not being considered. Correspondence will be limited to short-listed 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 37/188 : **MEDICAL REGISTRAR REF NO: HRM 63/2017**
Directorate: General Surgery

SALARY : R736 425 per annum plus benefits
CENTRE : Steve Biko Academic Hospital
REQUIREMENTS : MBChB or equivalent. Current registration with the HPCSA as an independent medical practitioner. Surgical Primaries and Intermediates will be an added advantage. The many and diverse functions of this position encompass aspects of patient care, education, research (may participate in original basic or clinical research) and counsel during surgery emergencies. The service aspect includes ensuring correct surgical treatment of patients. The academic programme will include patient case presentations, subject discussions and attendance of the post graduate programme. This position is intended for grooming of candidates who wish to follow a surgical career.

DUTIES : Locate work in a public service context. Plan & organize work to achieve objectives that meet service standards. Lead a team to solve workplace problems and conflict. Identify performance requirements and improve work team performance. Manage own performance and development. Communicate in the work place and work team. Lead change in a team in the workplace. Produce data and analyze statistics for workplace operations in the department – Logbook. Deliver and monitor client service. Secure & allocate resources and a budget to achieve workplace objectives. Maintain physical and/or electronic information records. Use computers and/or equipment to achieve work team objectives.

ENQUIRIES : Prof. TR Mokoena Tel no: (012) 354 2099
APPLICATIONS : Applications must be submitted with a Z83 form, certified copies of ID and certificate of qualifications to Steve Biko Academic Hospital, Private Bag x 169, Pretoria, 0001 or hand delivered to Cnr Malherbe & Steve Biko Road, Main Entrance at Level 3. Steve Biko Academic Hospital is committed to the pursuit of diversity and redress.

Candidates whose appointment will promote representivity in terms of race, disability and gender will receive preference.

CLOSING DATE : 29 September 2017

POST 37/189 : **DEPUTY DIRECTOR FINANCE REF NO: HRM 65/2017**
Directorate: Finance

SALARY : R657 558per annum plus benefits
CENTRE : Steve Biko Academic Hospital
REQUIREMENTS : Grade 12 or equivalent, At least National Diploma or Bachelor's degree in Commerce. At least five years' experience in hospital finance environment of which at least 3 years should be in a managerial position. Knowledge of PFMA, Public service act and National treasury regulations will be a preference. Computer literacy. Valid driver's license. Excellent leadership and managerial skills. Proven ability to make decisions and act in uncertain situations to influence people and events. Proven ability to build, manage and foster a team. Ability to work creatively and analytically in a stressful environment. Results - oriented and self - driven. Excellent communication and interpersonal skills. Presentation skills mandatory.

DUTIES : Management of Accounts Payable – ensure proper reconciliations, timeous and accurate payment to all suppliers of goods and services in line with policy. Ensure that expenditure is in accordance with the approved budget and strategic plan. Prevent unauthorized, irregular, fruitless and wasteful expenditure as well as monthly reporting. Monitor and authorize, appropriate, expenditure in accordance with approved budgets. Ensuring all income due to the hospital is collected timeously. Management of the finance related modules on the BAS, SAP and MEDICOM systems. Liaison with Auditors and co-ordinate external annual audit. Responding to management letters and enquiries of the Office of the Auditor General. Ensuring that the recommendation of the Auditor-General are implemented and adhered to and elimination of existing audit queries. Communication and exchange of information between business units and provide guidelines for business planning. Ensure the budget process is aligned to the strategic plan of the hospital. Compile, manage and ensure timeous, transparent and accurate compilation of the Medium Term Expenditure Framework (MTEF) documentation supporting the Department of Health strategic objectives. Submission and presentation of budget to the Budget Committee in Central Office. Ensuring all money received is paid into the Bank account of the Department. Reporting regularly on cash management performance. Reconciliation of Hospital Board account. Ensure the preparation of in-year monitoring (IYM) expenditure and projection reports for submission to the Central Office.

ENQUIRIES : Ms. N Mampane Tel no: (012) 354 4737
APPLICATIONS : Applications must be submitted with a Z83 form, certified copies of ID and certificate of qualifications to Steve Biko Academic Hospital, Private Bag x 169, Pretoria, 0001 or hand delivered to Cnr Malherbe & Steve Biko Road, Main Entrance at Level 3. Steve Biko Academic Hospital is committed to the pursuit of diversity and redress. Candidates whose appointment will promote representivity in terms of race, disability and gender will receive preference.

CLOSING DATE : 29 September 2017

POST 37/190 : **HUMAN RESOURCE MANAGER – REF NO: HRM 05/2017**
Directorate: Administration

SALARY : R334 545 per annum
CENTRE : Sterkfontein Hospital
REQUIREMENTS : Degree / National Diploma in Human Resource Management with 3-5 years' experience in a Supervisory position or Grade 12 with 10 years extensive experience in human resource management of which 3-5 years must be in a Supervisory position. Sound knowledge and understanding of legislative frameworks, processes, procedures and policies. Knowledge of PERSAL/PERSAL certificates. Computer skills. Good interpersonal skills and excellent communication (verbal and written) skills. Strategic planning and Report writing, abilities and skills. Knowledge of disciplinary / grievance procedures. A valid driver's license.

DUTIES : Manage and facilitate Human Resource Management, Skills Development, EWP, OHS, Labour, and record management. Ensure compliance with recruitment policy and other related legislations. Manage and control staff establishment of the hospital. Control post filling plan and utilization of posts. Work with finance in managing compensation of employees' budget in line with PFMA. Plan and implement Human Resource strategies, guidelines and procedures. Effective Human Resource Admin aspects (e.g. Appointments, transfers, terminations, salary admin and management of conditions of service etc.) Management of IOD, leave and PILIR. Render Human Resource advisory service to management line manager and staff. Manage audit queries. Human Resource Admin team, skills development, labour, OHS, and Human Resource record management. Compile Human Resource Reports.

ENQUIRIES : Mr. B.H. Shuping, Tel No: (011) 951-8207

APPLICATIONS : Applications must be submitted with a Z83, CV, certified copies of ID and Qualifications to Sterkfontein Hospital, Private Bag X2010, Krugersdorp, 1740, or hand delivered to the application box at the entrance.

CLOSING DATE : 29 September 2017

NOTE : Sterkfontein Hospital is committed to the pursuit of diversity, redress and will promote representation in terms of race, disability and gender.

POST 37/191 : **OCCUPATIONAL THERAPIST GRADE 1 REF NO: HRM 01/2017**
Directorate: Allied

SALARY : R281 148 per annum

CENTRE : Sterkfontein Hospital

REQUIREMENTS : Degree in Occupational Therapy. Registered with HPCSA as an Occupational Therapist: Independent Practice. Experience in Psychiatry will be an advantage. Must be computer literate.

DUTIES : Render an Occupational Therapy service (including promotion and prevention campaigns) in allocated areas of work that complies with the standards and norms as indicated by Health Policies. Assessment, treatment planning and treatment of patients (individual and group) in allocated work. Be responsible for therapeutic or income generating projects in area of work. Effective report writing skills needed. Active participation in Quality Assurance and PMDS process. Working well within the MDT set up. Supervision of OTA/T's. Supervision of students. Participate in CPD activities.

ENQUIRIES : Ms L.R. Hendricks, Tel no: (011) 951-8364

APPLICATIONS : Applications must be submitted with a Z83, CV, certified copies of ID and Qualifications to Sterkfontein Hospital, Private Bag X2010, Krugersdorp, 1740, or hand delivered to the application box at the entrance.

CLOSING DATE : 29 September 2017

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POST 37/192 : **NUCLEAR MEDICINE RADIOGRAPHER REF NO: HRM 64/2017**
Directorate: Nuclear Medicine

SALARY : Grade 1 R281 148 per annum plus benefits
Grade 2 R331 179 per annum plus benefits
Grade 3 R390 123 per annum plus benefits

CENTRE : Steve Biko Academic Hospital

REQUIREMENTS : Grade 12 Certificate. B-tech/B.Rad (hons)/Diploma in Nuclear Medicine or equivalent tertiary qualification. Registration with HPCSA and recent proof of payment.

DUTIES : Clinical service rendering and patient care. Participating in organizing, planning, implementation of departmental policies and procedures. Participating in CPD programs. Experience in Nuclear Medicine including "hot laboratory" and PETCT will be an advantage. Administrative duties in all relevant areas and supervision of students in clinical training.

ENQUIRIES : Ms. NG Mahlangu Tel no: (012) 354 1684

APPLICATIONS : Applications must be submitted with a Z83 form, certified copies of ID and certificate of qualifications to Steve Biko Academic Hospital, Private Bag x 169, Pretoria, 0001

or hand delivered to Cnr Malherbe & Steve Biko Road, Main Entrance at Level 3. Steve Biko Academic Hospital is committed to the pursuit of diversity and redress. Candidates whose appointment will promote representivity in terms of race, disability and gender will receive preference.

- CLOSING DATE** : 29 September 2017
- POST 37/193** : **CLEANING SUPERVISOR REF NO: HRM 03/2017**
Directorate: Support
- SALARY** : R226 611 per annum
CENTRE : Sterkfontein Hospital
REQUIREMENTS : Grade 12 plus 3 years' experience in cleaning supervision. Three (3) years tertiary qualification will be an added advantage. Computer certificate with practical knowledge of Microsoft programs (Word, Excel and Internet). Must possess the ability to plan, organize, supervise, inspect and evaluate work of subordinates. Good knowledge of Occupational Health and Safety and Infection Control.
- DUTIES** : Supervision of the Cleaning Department. Ensure cleaning schedule and checklist are available and implemented. Ensure compliance to National Core Standards. Leave management of staff. Management of performance development of staff. Make rounds and inspections to ensure that cleaning personnel are performing required duties, appropriate cleaning procedures and being rendered and quality control measures are continually maintained. Order, receive and distribute stock, materials and equipment of cleaning services. Apply disciplinary measures when necessary. Strengthen cleaning standards and infection control within the department. Be actively involved in budgetary control and saving measures. Take responsibility of waste management in collaboration with the infection control officer.
- ENQUIRIES** : Mr E Mangwane, Tel no: (011) 951-8392
APPLICATIONS : Applications must be submitted with a Z83, CV, certified copies of ID and Qualifications to Sterkfontein Hospital, Private Bag X2010, Krugersdorp, 1740, or hand delivered to the application box at the entrance.
- CLOSING DATE** : 29 September 2017
NOTE : Sterkfontein Hospital is committed to the pursuit of diversity, redress and will promote representation in terms of race, disability and gender.
- POST 37/194** : **COMMUNICATIONS OFFICER REF NO: HRM 04/2017**
Directorate: Administration
- SALARY** : R226 611 per annum
CENTRE : Sterkfontein Hospital
REQUIREMENTS : An appropriate recognized three (3) year National Diploma (NQF6) Degree in Marketing/Public Relations/Communication or Grade 12 with three (3) years' experience as a Communications Officer. Good understanding and knowledge of communication, sound interpersonal relations, project planning skills, ability to prepare reports. Be computer literate. A valid driver's license.
- DUTIES** : Formulating and implementation of information and communication strategies in order to promote mutual understanding between the Hospital and the Community. Planning and understanding internal liaison activities to keep staff informed of developments in the Institution. Preparation and distribution of press statements and news worthy items in the media. Maintaining ongoing contact with the media. Remain informed of developments and changes in the hospital. Reply to refer and enquire on specific functions held in the relevant departments. Prepare files for statistics records every month. Collect statistics from source points for compilation. Submission of quarterly and yearly review information to Central Office. Co-ordinate of events in the Institution.
- ENQUIRIES** : Mr. B.H. Shuping, Tel no: (011) 951 8207
APPLICATIONS : Applications must be submitted with a Z83, CV, certified copies of ID and Qualifications to Sterkfontein Hospital, Private Bag X2010, Krugersdorp, 1740, or hand delivered to the application box at the entrance.
- CLOSING DATE** : 29 September 2017
NOTE : Sterkfontein Hospital is committed to the pursuit of diversity, redress and will promote representation in terms of race, disability and gender.

POST 37/195 : **NETWORK CONTROLLER REF NO: HRM 06/2017**
Directorate: Administration

SALARY : R226 611 per annum
CENTRE : Sterkfontein Hospital
REQUIREMENTS : Grade 12. Three (3) years tertiary qualification IN Information Technology with 4 years' experience in the Public Sector. Additional IT qualification on A+ or N+. Computer certificate.

DUTIES : Provide technical support on Information Technology. Installing and configuration of ICT equipment in the hospital. Ensure data back-ups are done and manage virus on systems. Ensure that applications (PERSAL, SAP, SRM, BAS) are uptime and supported. Liaise between executive and system users. Develop specifications on technical needs of Information Technology and advice executive on ITC modernization. Provide connectivity on WAN/LAN and ensure minimum disruption to network. Support day to day technical matters on information technology. Provide in-house learning to Support staff. Continuous monitoring of ICT equipment life span so that replacement is planned accordingly.

ENQUIRIES : Mr. M.A. Ledwaba, Tel no: (011) 951-8240
APPLICATIONS : Applications must be submitted with a Z83, CV, certified copies of ID and Qualifications to Sterkfontein Hospital, Private Bag X2010, Krugersdorp, 1740, or hand delivered to the application box at the entrance.

CLOSING DATE : 29 September 2017
NOTE : Sterkfontein Hospital is committed to the pursuit of diversity, redress and will promote representation in terms of race, disability and gender.

POST 37/196 : **SENIOR STATE ACCOUNTANT: FINANCE**
Directorate: Emergency Medical Services

SALARY : R226 611 per annum (plus benefits)
CENTRE : Midrand
REQUIREMENTS : An appropriate National Diploma or Equivalent in Finance or Matric certificate with relevant three year experience in financial management. Well conversant with legislation regulating Financial Management (Treasury Regulations and PFMA). Knowledge of PERSAL, BAS and SAP, analytical, financial management, interpersonal, communication, organizing, planning and problem solving skills Computer literacy.

DUTIES : Ensure that suppliers are paid within 30 days as required by legislation. Maintain commitment register for payment and internal control measures. Ensure that misallocations are cleared to the correct accounts on monthly basis and expenditure is aligned to budget. Ensure that all payments, journals sent for processing are being processed in accordance with SLA. Ensure that supplier's statements are reconciled. Perform monthly reconciliations (PERSAL/BAS, MEDSAS/BAS, SAP/BAS and Cell phone expenditure). Manage EMS Petty Cash. Compile and submit IYM on a monthly basis. Keep electronic and physical accounting records. Respond to audit queries. Perform other finance related duties. Manage performance and development of staff.

ENQUIRIES : Ms. P Maweni Tel No: (011) 564 2007
APPLICATIONS : Applications must be delivered directly to: Emergency Medical Services, Continuity SA, Growth Point Business Park, Corner Old Pretoria Road and Tonnetti Street, Midrand or posted to P.O Box 8311 Halfway House 1685 .

CLOSING DATE : 29 September 2017

POST 37/197 : **CHIEF SUPPLY CHAIN CLERK REF NO: 001609**
Directorate: Supply Chain Management

SALARY : R226 611 per annum plus benefits
CENTRE : Tembisa Provincial Tertiary Hospital
REQUIREMENTS : An appropriate recognized 3 years Degree/ Diploma or equivalent qualification in purchasing Supply Chain Management. A minimum of 3 years experience in Supply Chain Management. Knowledge and understanding of the PFMA, PPPFA and Treasury regulations and Supply Chain Management framework Act as well as

BBBEE Act. Strong analytical skills, good interpersonal skills, excellent verbal, written and communication skills. Strategic leadership skills, change management, HR management, planning, organizing customer care management skills. Computer literacy, good problem solving, decision making skills. Computer literacy, good problem solving, decision making skills. Experience in Department of Health will be an advantage.

DUTIES : Supervision of supervisees failing within SCM division. Ensuring that analytical is done at the end of each financial year and all bin cards and VA10's have minimum and maximum level. Ensure that the shelves are labeled promptly. Ensure that the stock is issued weekly. Ensure that all warehouses are clean and tidy at all time. Ensure the delivery of stock to the end user on scheduled dates. Compliance to PMDS policy by contracting all supervisees accordingly. Ensure that the stock is ordered immediately when it reaches reorder level. Ensure that physical stock correspond with stock record. Ensure clean audit. Implement action plan on audit findings. Compliance with FIFO method.

ENQUIRIES : Mr. L.H. Mojela Tel no: (011) 923-2221
APPLICATIONS : Applications to be addressed to: The Human Resources, Tembisa Provincial Tertiary Hospital, Private x 7 Olifantsfontein 1665 or submitted at corner Flint Mazibuko and Rev. R.J.T. Namame Olifantsfontein 1665.

CLOSING DATE : 29 September 2017
NOTE : The Provincial Government of Gauteng is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability. Applications must be submitted on form Z83, obtainable from any Public Service Department or from the website, which must be completed in full and attached your CV, certified copies of your Identity document and academic qualification. The specific reference number of the post must be quoted; failure to comply with these instructions will disqualify applications from being processed.

POST 37/198 : **FOOD SERVICE SUPERVISOR REF NO: HRM 05/2017**
Directorate: Food Services

SALARY : R127 851 per annum (plus benefits)
CENTRE : Weskoppies Hospital
REQUIREMENTS : Grade 12 with 2 years' experience in a formal Food service environment. Supervisory experience in a Food Service environment. Good verbal, writing and communication skills. A qualification in the relevant field will be an advantage.

DUTIES : Supervise the preparation, serving and delivering of normal and therapeutic diets. Assist with preparations for special functions when required. Operate and supervise the use of food services equipment and machinery. Carry out supervisory duties with ordering, receiving and issuing of supplies. Assist with stock taking. Supervise the cleaning of equipment/utensils and general cleanliness and hygiene in the Food Service Department.

ENQUIRIES : Ms. B Kruger, Tel no: (012) 319 9573
APPLICATIONS : Applications must be submitted with a Z83, CV, certified copies of ID and Qualifications to Weskoppies Hospital, Private Bag x113, Pretoria, 0001, or hand delivered to the application box at the entrance to Weskoppies Hospital.

CLOSING DATE : 29 September 2017
NOTE : Weskoppies Hospital is committed to the pursuit of diversity, redress and will promote representation in terms of race, disability and gender.

POST 37/199 : **HUMAN RESOURCE CLERK 1 POST**
Directorate: Emergency Medical Services

SALARY : R152 862 per annum
CENTRE : Midrand
REQUIREMENTS : Grade 12 or equivalent qualification with 1 year experience in Human Resource Administration. Sound knowledge of Human Resource policies and the interpretation and implementation thereof. Must have computer skill and PERSAL system certificate. Ability to work under pressure. Excellent communication and writing skills. Drivers license will be an added advantage.

DUTIES : Processing of transactions and conduct verifications on PERSAL. Leave Management must be done and captured on PERSAL and filing. Perform HR

administration, all applicable transactions (housing, overtime, PMDS, appointment, termination). Must work independently.

ENQUIRIES : Ms. Z Jezi Tel no: 011 564 – 2027

APPLICATIONS : Applications must be delivered directly to: Emergency Medical Services, Continuity SA, Growth Point Business Park, Corner Old Pretoria Road and Tonnetti Street, Midrand or posted to P.O Box 8311 Halfway House 1685 .

CLOSING DATE : 29 September 2017

POST 37/200 : **FINANCIAL CLERK LEVEL 5 REF NO: 001606**
Directorate: Finance (Revenue)

SALARY : R152 862 per annum plus benefits

CENTRE : Tembisa Provincial Tertiary Hospital

REQUIREMENTS : Grade 12 Certificate (National Diploma in Finance will be an added advantage) and the following key competencies: Knowledge of Accounting and Basic accounting system (BAS), PAAB and understanding of Public Finance Management Act, Treasury Regulations, Computer literacy (Spreadsheets techniques) Accounting or numeracy. Ability to use Excel, communicate at all levels. Customer Service, experience in client liaison and telephone etiquette as well as good communication skills.

DUTIES : The successful candidate will be expected to perform all office related tasks. This comprises to raise patient's invoices, be familiar with ICD10 Code, making follow ups of outstanding debts, writing-off of long outstanding untraceable debts and submission of patient's accounts to different stakeholders.

ENQUIRIES : Ms. M.S. Letsoalo Tel no: (011) 923-2192

APPLICATIONS : Applications to be addressed to: The Human Resources, Tembisa Provincial Tertiary Hospital, Private x 7 Olifantsfontein 1665 or submitted at corner Flint Mazibuko and Rev. R.J.T. Namame Olifantsfontein 1665.

CLOSING DATE : 29 September 2017

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POST 37/201 : **PROCUREMENT CLERK 2 POSTS REF NO: 001610**
Directorate: Supply Chain Management

SALARY : R152 862 per annum plus benefits

CENTRE : Tembisa Provincial Tertiary Hospital

REQUIREMENTS : Grade 12 Certificate with at least one of the following subjects: Mathematics, Arithmetic or Accounting. Computer literacy, good communication skills, interpersonal relation and record keeping. Knowledge of relevant policies and regulatory framework. Ability to work under pressure and meet deadlines.

DUTIES : Prompt updating of stock on tally cards VA 10 and VA 11a. Updating of voucher files VA4, VA5 and VA6. Execution of issue, requisition and receipt voucher VA2, VA1 and VA7. Conduct and issuing of stock both manually (PAS) and electronically (SAP). Registration, costing, issuing and filling of requisitions voucher (VA2). Generating official orders in accordance with provisioning administration system procedure, supply chain management, PPFA and PFMA. Ensure effective and efficient control of stock bin cards. Prepare monthly stock take reports. Responsible for ordering stock, updating stock card within general stores and supply chain department. Receiving and dispatching of stock. Check quantity and quality of stock before received. Rotate within relevant department.

ENQUIRIES : Mr. L.H. Mojela, Tel no: (011) 923-2221

APPLICATIONS : Applications to be addressed to: The Human Resources, Tembisa Provincial Tertiary Hospital, Private x 7 Olifantsfontein 1665 or submitted at corner Flint Mazibuko and Rev. R.J.T. Namame Olifantsfontein 1665.

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POST 37/202 : **EMERGENCY CARE OFFICER GRADE 3 (ILS) 60 POSTS**
Directorate: Emergency Medical Services

SALARY : R148 878 per annum
CENTRE : Various Districts:
REQUIREMENTS : Grade 12 certificate, Basic Ambulance Assistant certificate, current and valid registration with HPCSA as an Ambulance Emergency Assistant, valid driver's license code 10 and PDP. Previous experience in emergency care environment will be an added advantage.

DUTIES : Responsible for the treatment of patient within the scope of practice of Intermediate Life Support. Transport patients as part of Planned Patient Transport and inter-facility transfer system under Emergency Medical Services. Providing 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. Provide quality assurance to Basic Life Support Officers in the implementation of appropriate measures. Perform any other duties as delegated by the supervisor. Candidates are expected to work shift.

ENQUIRIES : Mr. V Mokobodi Tel: 011 564 2005.
APPLICATIONS : Applications must be delivered directly to: Emergency Medical Services, Continuity SA, Growth Point Business Park, Corner Old Pretoria Road and Tonnetti Street, Midrand or posted to P.O Box 8311 Halfway House 1685 .

CLOSING DATE : 29 September 2017
NOTE : Candidates that are shortlisted will be subjected to a competency test, based on scope of post, duties and driving test.

POST 37/203 : **FOOD SERVICE SUPERVISORS 2 POSTS REF NO: HRM 02/2017**
Directorate: Support

SALARY : R127 851 per annum
CENTRE : Sterkfontein Hospital
REQUIREMENTS : ABET Level 4 / Grade 10. Five (5) years of appointment in Public Service in the Food Services. Grade 12 with three (3) years appointment in Public Services in the Food Services. Computer skills and hospitality certificate will serve as an added advantage.

DUTIES : Responsible for ordering, receiving, storage and control of stock and assist with the application of control measures. Read menus and recipes. Supervise the production of meals portioning and distribution. Ensuring cleanliness, safety and safekeeping of the unit equipment's. Reporting faulty equipment immediately to unit manager and FMU. Supervision of shift including weekends and public holidays. Responsible for the appraisal and implementation of monitored PMDS. Accept additional functions from the senior in line with the unit scope.

ENQUIRIES : Ms T Mohitlhi, Tel no: (011) 951-8357
APPLICATIONS : Applications must be submitted with a Z83, CV, certified copies of ID and Qualifications to Sterkfontein Hospital, Private Bag X2010, Krugersdorp, 1740, or hand delivered to the application box at the entrance.

CLOSING DATE : 29 September 2017
NOTE : Sterkfontein Hospital is committed to the pursuit of diversity, redress and will promote representation in terms of race, disability and gender.

POST 37/204 : **DRIVER REF NO: 001612**
Directorate: Transport

SALARY : R127 851 per annum plus benefits
CENTRE : Tembisa Provincial Tertiary Hospital
REQUIREMENTS : A minimum qualification of Grade 10 ABET Level 04 with two (2) years experience as a driver. Valid Code (C1) drivers licence and a valid PD. Must be able to read and write. Good communication skills and be able to work in a team and under pressure. Be prepared to work on weekends and public holidays, have respect and good customer care attitude.

DUTIES : Execute all authorized transportation trips of patients, staff documents and other requirements and other requirements to and from various destination points ensure safe keeping of transport records such as logbooks, trips authorities, service records and invoices. Candidate must report accidents minor and major defects on the vehicle to the supervisor immediately. Comply with transport acts, Occupational and Safety Acts, prescripts and procedure at all times. Ensure your driver's licence and PDP is always valid and in your possession. Promote proper handling, Safekeeping and control of vehicles. Washing and keeping state vehicle clean and tidy all the times.

ENQUIRIES : Mr. W. Makunga Tel no: (011) 923 2211
APPLICATIONS : Applications to be addressed to: The Human Resources, Tembisa Provincial Tertiary Hospital, Private x 7 Olifantsfontein 1665 or submitted at corner Flint Mazibuko and Rev. R.J.T. Namame Olifantsfontein 1665.

CLOSING DATE : 29 September 2017
NOTE : The Provincial Government of Gauteng is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability. Applications must be submitted on form Z83, obtainable from any Public Service Department or from the website, which must be completed in full and attached your CV, certified copies of your Identity document and academic qualification. The specific reference number of the post must be quoted; failure to comply with these instructions will disqualify applications from being processed.

POST 37/205 : **STORES ASSISTANT 2 POSTS REF NO: 001608**
Directorate: Supply Chain Management

SALARY : R90 234 per annum plus benefits
CENTRE : Tembisa Provincial Tertiary Hospital
REQUIREMENTS : Grade 10 (standard 8) or equivalent, Basic literacy/ABET to read and write and sound communication skills. Should have numeracy skills. Experience in warehouse or Transit Section. Good interpersonal skills, be reliable and be able to work under pressure. Comply with proper safety policies and stores requirements. Provide excellent level of customer care to both internal and external.

DUTIES : Manage deliveries in Transit Section. Delivery goods and services to end users. Provide support to SCM Clerks and Managers. Cleaning of warehouse and floors. Packing stock on the shelves after received from Transit. Packing stock from the shelves after the clerk had issued. Carrying stock from Warehouse to Transit. Clearing and cleaning of Transit section as well as the corridor around the stores area.

ENQUIRIES : Mr. L.H. Mojela, Tel no: (011) 923-2221
APPLICATIONS : Applications to be addressed to: The Human Resources, Tembisa Provincial Tertiary Hospital, Private x 7 Olifantsfontein 1665 or submitted at corner Flint Mazibuko and Rev. R.J.T. Namame Olifantsfontein 1665.

CLOSING DATE : 29 September 2017
NOTE : The Provincial Government of Gauteng is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability. Applications must be submitted on form Z83, obtainable from any Public Service Department or from the website, which must be completed in full and attached your CV, certified copies of your Identity document and academic qualification. The specific reference number of the post must be quoted; failure to comply with these instructions will disqualify applications from being processed.

POST 37/206 : **HOUSEKEEPER (NURSING RESIDENCE) REF NO: 001613**
Directorate: Nursing

SALARY : R90 234 per annum plus benefits
CENTRE : Tembisa Provincial Tertiary Hospital
REQUIREMENTS : Grade 10 or equivalent literacy, reading and writing skills, experience at least 1 year experience in an Tertiary hospital setting.

DUTIES : Professionally receive residents of various professional categories who have applied for accommodation at the residence. Do initial room allocation of residents and monthly updates of the status of accommodation for submission to Human Resource Department and Finance Department. Perform the procedure that is necessary from time to time as the residents vacate the residence. Be ready to work night shifts as per duty rooster as the post requires 24hours monitoring of the stay of the residents. Ongoing monitoring of the residence by the team of housekeepers per shift to ensure the safety and security of the residents and their belongings and prompt reporting of any incident to the residence line – function of the residence. Be sure to implement the rules and regulations that pertain to the stay of the residents and maintain a friendly but businesslike attitude when dealing with the residents so as to avoid familiarity that will impact on effective control of unbecoming behavior by some residents. Effective supervision of the status of residence cleanliness and the maintenance of total hygienic status of the residence. Ensure that the material sources that are for cleaning the residence are always available in the form of ordering stationary and cleaning material. Ensure that the infra-structure of the residence is in a functional state. Make follow-up on requests submitted to relevant maintenance department. Ablution blocks be kept clean and functional. Report to residence manager all incidents that happen at the residence.

ENQUIRIES : Mr. L. B. Kgongwana Tel no: (011) 923-2173
APPLICATIONS : Applications to be addressed to: The Human Resources, Tembisa Provincial Tertiary Hospital, Private x 7 Olifantsfontein 1665 or submitted at corner Flint Mazibuko and Rev. R.J.T. Namame Olifantsfontein 1665.

CLOSING DATE : 29 September 2017
NOTE : The Provincial Government of Gauteng is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability. Applications must be submitted on form Z83, obtainable from any Public Service Department or from the website, which must be completed in full and attached your CV, certified copies of your Identity document and academic qualification. The specific reference number of the post must be quoted; failure to comply with these instructions will disqualify applications from being processed.

POST 37/207 : **FOOD SERVICE AID REF NO: 001611**
Directorate: Corporate Services (Food Service Department)

SALARY : R90 234 per annum plus benefits
CENTRE : Tembisa Provincial Tertiary Hospital
REQUIREMENTS : Minimum Qualification: ABET or grade 10. Relevant certificate in hygiene and safety and cooking will be added as an advantage. Good communication skills and willing to work in a team. Must work shifts (late and early) as well as weekends and Public Holidays. Must be able to do work of a physical nature.

DUTIES : Perform routine tasks in the Food Service Unit and operate machinery. Perform general cleaning tasks as assigned to you to ensure hygiene and safety standards are maintained in the unit (washing of pots, floors, equipment, drains, grids). Taking out dustbins and cleaning the dustbins. Unpacking and packing provisions into fridges and freezers. Cleaning of fridges and freezers. Preparation of patient meals. Willingness to rotate and work as a reliever in the unit.

ENQUIRIES : Mrs. V.N. Mtswesi TEL NO:(011) 923-2227/2322
APPLICATIONS : Applications to be addressed to: The Human Resources, Tembisa Provincial Tertiary Hospital, Private X7 Olifantsfontein 1665 or submitted at corner Flint Mazibuko and Rev. R.J.T. Namame Olifantsfontein 1665.

CLOSING DATE : 29 September 2017

NOTE : The Provincial Government of Gauteng is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability. Applications must be submitted on form Z83, obtainable from any Public Service Department or from the website, which must be completed in full and attached your CV, certified copies of your Identity document and academic qualification. The specific reference number of the post must be quoted; failure to comply with these instructions will disqualify applications from being processed.

CHRIS HANI BARAGWANATH ACADEMIC HOSPITAL (CHBAH)

APPLICATIONS : Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. All applicants should clearly indicate their post/discipline of preference with the relevant reference number for the department of interest.

FOR ATTENTION : Prof F.Y. Jeenah
CLOSING DATE : 31 October 2017 (This is an open advertisement and posts will be filled on a continuous basis from date of advertising up to the closing date of 31 October 2017. Candidates must please communicate with relevant contact persons in order to ascertain whether vacancies are still available in categories which are of interest to them.

NOTE : Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The completed and signed form should be accompanied by a recently updated CV that specifies the following: All experience indicating the position, institution and respective dates (DD/MM/YY). A minimum of three reference persons with their name, contact number(s), email address and an indication of the capacity in which the reference is known to the candidate. Documents to be attached is certified ID document, certified copies of qualification/s including matric, certified and relevant council registration certificate and proof of current registration (Where applicable). Relevant service certificates. (Service certificates should have the company name, job title, which specialty area, locum or permanent position (if locum state how many hours per week), start and end date (yy/mm/dd), name of contact person(s) and contact details and company/ institutional stamp with signature). It is the responsibility of applicants with foreign qualifications to attach/provide a verification report by the Educational Commission for Foreign Medical Graduates (ECFMG). (No copies of certified copies allowed, certification should not be more than three (3) months old). Failure to submit all the requested documents will result in the application not being considered. Correspondence will be limited to short-listed candidates only. If you have not been contacted within three (3) months after the closing date please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate will be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. CHBAH reserves the right to utilise practical exercises/tests for Non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). (Candidates who are shortlisted will be informed accordingly). CHBAH also reserves the right to cancel the filling/not to fill a vacancy that was advertised during any stage of the recruitment process. Applications should be hand delivered to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, between 8am and 4pm at Room 506, 5th floor, Main Admin Building. Applications should be hand delivered to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, between 8am and 4pm at Room 506, 5th floor, Main Admin Building or posted to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, Private Bag X01, Pimville, 1808.

POST 37/208 : **CLINICAL PSYCHOLOGY DEPARTMENT REF NO: CHBAH24**

Clinical Psychologist Grade 3, Salary: R866 310 per annum (All-inclusive package). Requirements: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Psychologist in a relevant

registration category (e.g. clinical, counselling, education, industrial, research psychology). Registration with the HPCSA in a relevant registration category (e.g. clinical, counselling, education, industrial, research psychology) and proof of current registration. (RSA: A minimum of 16 years' relevant experience required after registration with the HPCSA as Psychologist in respect of RSA qualified employees who performed community service in relevant profession as required in South Africa), (Foreigner: A minimum of 17 years' relevant experience required after registration with HPCSA as Psychologist in respect of foreign qualified employees, of whom it is not required to perform community service as required in South Africa).

Clinical Psychologist Grade 2, Salary: R746 466 per annum (All-inclusive package). Requirements: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Psychologist in a relevant registration category (e.g. clinical, counselling, education, industrial, research psychology). Registration with the HPCSA in a relevant registration category (e.g. clinical, counselling, education, industrial, research psychology) and proof of current registration. (RSA: A minimum of 8 years' relevant experience required after registration with the HPCSA as Psychologist in respect of RSA qualified employees who performed community service in relevant profession as required in South Africa), (Foreigner: A minimum of 9 years' relevant experience after registration with the HPCSA as a Psychologist in respect of foreign qualified employees of whom is not required to perform community service as required in South Africa).

Clinical Psychologist Grade 1, Salary: R633 702 per annum (All-inclusive package). Requirements: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Psychologist in a relevant registration category (e.g. clinical, counselling, education, industrial, research psychology). Registration with the HPCSA in a relevant registration category (e.g. clinical, counselling, education, industrial, research psychology) and proof of current registration. (RSA: No experience required after registration with the HPCSA as Psychologist in respect of RSA qualified employees who performed Community Service in relevant profession as required in South Africa), (Foreigner: 1 Year relevant experience required after registration with HPCSA as Psychologist in respect of foreign qualified employees, of whom it is not required to perform Community Service as required in South Africa).

**ENQUIRIES
APPLICATIONS**

: PROF. F.Y. Jeenah. Tel no: (011) 933 9239
: Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. All applicants should clearly indicate their post/discipline of preference with the relevant reference number for the department of interest.

**FOR ATTENTION
CLOSING DATE**

: Mr. S. Dikgang
: 31 October 2017 (This is an open advertisement and posts will be filled on a continuous basis from date of advertising up to the closing date of 31 October 2017. Candidates must please communicate with relevant contact persons in order to ascertain whether vacancies are still available in categories which are of interest to them.

NOTE

: Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The completed and signed form should be accompanied by a recently updated CV that specifies the following: All experience indicating the position, institution and respective dates (DD/MM/YY). A minimum of three reference persons with their name, contact number(s), email address and an indication of the capacity in which the reference is known to the candidate. Documents to be attached is certified ID document, certified copies of qualification/s including matric, certified and relevant council registration certificate and proof of current registration (Where applicable). Relevant service certificates. (Service certificates should have the company name, job title, which specialty area, locum or permanent position (if locum state how many hours per week), start and end date (yy/mm/dd), name of contact person(s) and contact details and company/ institutional stamp with signature). It is the responsibly of applicants with foreign qualifications to attach/provide a verification report by the Educational Commission for Foreign Medical Graduates (ECFMG). (No copies of certified copies allowed, certification should not be more than three (3) months old). Failure to submit all the requested documents will result in the

application not being considered. Correspondence will be limited to short-listed candidates only. If you have not been contacted within three (3) months after the closing date please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate will be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. CHBAH reserves the right to utilise practical exercises/tests for Non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). (Candidates who are shortlisted will be informed accordingly). CHBAH also reserves the right to cancel the filling/not to fill a vacancy that was advertised during any stage of the recruitment process. Applications should be hand delivered to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, between 8am and 4pm at Room 506, 5th floor, Main Admin Building. Applications should be hand delivered to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, between 8am and 4pm at Room 506, 5th floor, Main Admin Building or posted to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, Private Bag X01, Pimville, 1808.

POST 37/209

PHARMACY REF NO: CHBAH23

Pharmacist Grade 3, Salary: R673 494 per annum (All-inclusive package). Requirements: Basic qualification accredited with the South African Pharmacy Council (SAPC) that allows registration with the SAPC. Registration with the SAPC as Pharmacist and proof of current registration (RSA: A minimum of 13 years' relevant experience required after registration as Pharmacist with the SAPC in respect of RSA qualified employees who performed community service in relevant profession as required in South Africa), (Foreigner: A minimum of 14 years' relevant experience after registration as Pharmacist 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).

Pharmacist Grade 2, Salary: 673 494 per annum (All-inclusive package). Requirements: Basic qualification accredited with the South African Pharmacy Council (SAPC) that allows registration with the SAPC. Registration with the SAPC as Pharmacist and proof of current registration (RSA: A minimum of 5 years' relevant experience after registration as Pharmacist with the SAPC in respect of RSA qualified employees required to perform community service as required in South Africa), (Foreigner: A minimum of 6 years' relevant experience after registration as Pharmacist 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).

Pharmacist Grade 1, Salary: R615 945 per annum (All-inclusive package). Requirements: Basic qualification accredited with the South African Pharmacy Council (SAPC) that allows registration with the SAPC. Registration with the SAPC as Pharmacist and proof of current registration (RSA: No experience required after registration as Pharmacist with the SAPC in respect of RSA qualified employees who performed community service in relevant profession as required in South Africa), (Foreigner: One year relevant experience after registration as Pharmacist 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).

ENQUIRIES

: MR. S. Dikgang Tel no: (011) 933 8797

POST 37/210

PHARMACIST ASSISTANT (BASIC)

Pharmacist Assistant Grade 3 (BASIC). Salary: R172 779 per annum (Plus benefits). Requirements: As required by the training facility and the SAPC plus Basic Pharmacist Assistant qualification that allows registration with the SAPC as Pharmacist Assistant (Basic) Registration with the SAPC as Pharmacist Assistant (Basic) or registration with the SAPC for study towards Post Basic Pharmacist

Assistant qualification. No experience after Registration with the SAPC as Pharmacist Assistant (Basic).

Pharmacist Assistant Grade 2 (BASIC), Salary: R146 688 per annum (Plus benefits). Requirements: As required by the training facility and the SAPC plus Basic Pharmacist Assistant qualification that allows registration with the SAPC as Pharmacist Assistant (Basic) Registration with the SAPC as Pharmacist Assistant (Basic) or registration with the SAPC for study towards Post Basic Pharmacist Assistant qualification. No experience after Registration with the SAPC as Pharmacist Assistant (Basic).

Pharmacist Assistant Grade 1 (BASIC), Salary: R108 240 per annum (Plus benefits). Requirements: As required by the training facility and the SAPC. Registration with the SAPC to study towards a Basic Pharmacist Assistant qualification. No experience required.

POST 37/213

PHARMACIST ASSISTANT (POST BASIC)

Pharmacist Assistant Grade 3 (POST-BASIC), Salary: R230 625 per annum (Plus benefits). Requirements: As required by the training facility and the SAPC plus Post-Basic Pharmacist Assistant qualification that allows registration with the SAPC as Pharmacist Assistant (Post-Basic). Registration with the South African Pharmacy Council (SAPC) as a Post-Basic Pharmacist Assistant. A minimum of 13 years' appropriate experience as Pharmacist Assistant after registration as a Pharmacist Assistant (Post-Basic) with the SAPC.

Pharmacist Assistant Grade 2 (POST-BASIC), Salary: R212 823 per annum (Plus benefits). Requirements: As required by the training facility and the SAPC plus Post-Basic Pharmacist Assistant qualification that allows registration with the SAPC as Pharmacist Assistant (Post-Basic). Registration with the South African Pharmacy Council (SAPC) as a Post-Basic Pharmacist Assistant. A minimum of 5 years' appropriate experience as Pharmacist Assistant after registration as a Pharmacist Assistant (Post-Basic) with the SAPC.

Pharmacist Assistant Grade 1 (POST-BASIC), Salary: R183 381 per annum (Plus benefits). Requirements: As required by the training facility and the SAPC plus Post-Basic Pharmacist Assistant qualification that allows registration with the SAPC as Pharmacist Assistant (Post-Basic). Registration with the South African Pharmacy Council (SAPC) as a Post-Basic Pharmacist Assistant. No experience required.

APPLICATIONS

Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. All applicants should clearly indicate their post/discipline of preference with the relevant reference number for the department of interest.

**FOR ATTENTION
CLOSING DATE**

Ms P. Naik

31 October 2017 (This is an open advertisement and posts will be filled on a continuous basis from date of advertising up to the closing date of 31 October 2017. Candidates must please communicate with relevant contact persons in order to ascertain whether vacancies are still available in categories which are of interest to them.

NOTE

Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The completed and signed form should be accompanied by a recently updated CV that specifies the following: All experience indicating the position, institution and respective dates (DD/MM/YY). A minimum of three reference persons with their name, contact number(s), email address and an indication of the capacity in which the reference is known to the candidate. Documents to be attached is certified ID document, certified copies of qualification/s including matric, certified and relevant council registration certificate and proof of current registration (Where applicable). Relevant service certificates. (Service certificates should have the company name, job title, which specialty area, locum or permanent position (if locum state how many hours per week), start and end date (yy/mm/dd), name of contact person(s) and contact details and company/ institutional stamp with signature). It is the responsibility of applicants with foreign qualifications to attach/provide a verification report by the Educational Commission for Foreign Medical Graduates (ECFMG). (No copies of certified copies allowed, certification should not be more than three

(3) months old). Failure to submit all the requested documents will result in the application not being considered. Correspondence will be limited to short-listed candidates only. If you have not been contacted within three (3) months after the closing date please accept that your application was unsuccessful. Candidates will be subjected to Personnel Suitability Checks (PSC) – Verification (Reference checks, identity verification, qualifications verification, criminal record checks, credit/financial stability checks and employment verification). The recommended candidate will be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. CHBAH reserves the right to utilise practical exercises/tests for Non-SMS positions during the recruitment process to determine the suitability of candidates for the post(s). (Candidates who are shortlisted will be informed accordingly). CHBAH also reserves the right to cancel the filling/not to fill a vacancy that was advertised during any stage of the recruitment process. Applications should be hand delivered to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, between 8am and 4pm at Room 506, 5th floor, Main Admin Building. Applications should be hand delivered to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, between 8am and 4pm at Room 506, 5th floor, Main Admin Building or posted to The Director: Human Resource, Chris Hani Baragwanath Academic Hospital, Private Bag X01, Pimville, 1808.

POST 37/214

SOCIAL WORK DEPARTMENT REF NO: CHBAH25 (

Social Worker Grade 4, Salary: R419 784 per annum (Plus benefits). Requirements: Appropriate qualification that allows registration with the South African Council for Social Service Professions (SACSSP) as Social Worker. Registration with the SACSSP as Social Worker and proof of current registration. A minimum of 30 years' appropriate experience required after registration with the SACSSP as Social Worker. Qualifies for one notch for every fully completed two years as on 31 March 2009 preceding the date of appointment. (Less one year from experience for candidates appointed from outside the public service after complying with registration requirements).

Social Worker Grade 3, Salary: R341 322 per annum (Plus benefits). Requirements: Appropriate qualification that allows registration with the South African Council for Social Service Professions (SACSSP) as Social Worker. Registration with the SACSSP as Social Worker and proof of current registration. Minimum of 20 years' appropriate experience in Social Work after registration with the SACSSP as Social Worker. Qualifies for one notch for every fully completed two years as on 31 March 2009 preceding the date of appointment. (Less one year from experience for candidates appointed from outside the Public Service after complying with registration and experience requirements).

Social Worker Grade 2, Salary: R278 784 per annum (Plus benefits). Requirements: Appropriate qualification that allows registration with the South African Council for Social Service Professions (SACSSP) as Social Worker. Registration with the SACSSP as Social Worker and proof of current registration. A minimum of 10 years' appropriate experience in Social Work after registration as Social Worker with the SACSSP. Qualifies for one notch for every fully completed two years as on 31 March 2009 preceding the date of appointment. (Less one year from experience for candidates appointed from outside the public service after complying with registration requirements).

Social Worker Grade 1, Salary: R226 686 per annum (Plus benefits). Requirements: Appropriate qualification that allows registration with the South African Council for Social Service Professions (SACSSP) as Social Worker. Registration with the SACSSP as Social Worker and proof of current registration. No experience required after registration with the SACSSP as Social Worker. Qualifies for one notch for every fully completed 2 years' as on 31 March 2009 preceding the date of appointment. (Less one year from experience for candidates appointed from outside the public service after complying with registration requirements).

Social Worker Grade 2, Salary: R278 784 per annum (Plus benefits). Requirements: Appropriate

ENQUIRIES

MS. D. Kungwane Tel no: (011) 933 0270)

POST 37/215

**REF NO: CHBAH26 – NUCLEAR MEDICINE RADIOGRAPHY DEPARTMENT
(ENQUIRIES: MR. M.P. MTHIMKULU TEL NO: (011) 933 8502) REF NO:
CHBAH27 – MAMMOGRAPHY/ULTRA SOUND/RADIATION DEPARTMENT
(ENQUIRIES: MS. G. TSOEU TEL NO: (011) 933 8434**

Salary Grade 3: R487 752 per annum (Plus benefits), Requirements: Appropriate qualification that allows for the required registration with the Health Professions Council of South Africa (HPCSA) in Nuclear Medicine Radiography/Ultrasound Radiography/Mammography/Radiation Oncology. Registration with the HPCSA in nuclear medicine radiography/ ultrasound radiography (24 years' appropriate experience after registration with the HPCSA as Diagnostic

Salary Grade 2: R414 069 per annum (Plus benefits), Requirements: Appropriate qualification that allows for the required registration with the Health Professions Council of South Africa (HPCSA) in nuclear medicine radiography/ ultrasound radiography. Registration with the HPCSA in nuclear medicine radiography/ ultrasound radiography (14 years' appropriate experience after registration with the HPCSA as a Diagnostic Radiographer, of which 10 years must be after registration in - nuclear medicine radiography/ ultrasound radiography). Radiographer, of which 20 years' must be after registration as Nuclear Medicine Radiography/ Ultrasound Radiography/Mammography/Radiation Oncology.

Salary Grade 1: R351 516 per annum (Plus benefits). REQUIREMENTS: Appropriate qualification that allows for the required registration with the Health Professions Council of South Africa (HPCSA) in nuclear medicine radiography/ ultrasound radiography. Registration with the HPCSA in nuclear medicine radiography/ ultrasound radiography (4 years' appropriate experience after registration with the HPCSA as a Diagnostic Radiographer).

POST 37/216

**REF NO: CHBAH28 – CLINICAL TECHNOLOGY DEPARTMENT (ENQUIRIES:
MR. M.W. MADONDO TEL NO: (011) 933 9412)
REF NO: CHBAH29 – DIAGNOSTIC RADIOGRAPHY DEPARTMENT
(ENQUIRIES: MS. G. TSOEU TEL NO: (011) 933 8434)
REF NO: CHBAH30 – DIETICIAN DEPARTMENT (ENQUIRIES: MS. N.F.
MONGOEGI TEL. NO: (011) 933 9016)
REF NO: CHBAH31 – MEDICAL ORTHOTIST & PROSTHETIST DEPARTMENT
(ENQ MR. D. MACHABA. TEL NO: (011) 933 8815\8816)
REF NO: CHBAH32 – OCCUPATIONAL THERAPIST DEPARTMENT
(ENQUIRIES: MS LA SOULSBY TEL NO: (011) 933 8187)
REF NO: CHBAH33 – PODIATRIST DEPARTMENT (ENQUIRIES: MS P NAIK
(011) 933 8154)
REF NO: CHBAH34 – PHYSIOTHERAPY DEPARTMENT (ENQUIRIES: MS. E.
HAARHOFF TEL NO: (011) 933 8927)
REF NO: CHBAH35 – SPEECH THERAPIST/AUDIOLOGIST DEPARTMENT
(ENQUIRIES DR. S. BALTON. TEL NO: (011) 933 9263/9264)**

Salary Grade 3: R390 129 per annum (Plus benefits), Requirements: Appropriate qualification that allows for the required registration with the Health Professions Council of South Africa (HPCSA) in the relevant profession (where applicable). (RSA: A minimum of 20 years' relevant experience after registration with the HPCSA in the relevant profession (where applicable) in respect of RSA qualified employees who performed community service in relevant profession as required in South Africa), (Foreigner: Minimum of 21 years' relevant experience after registration with 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).

Salary Grade 2: R331 179 per annum (Plus benefits), Requirements: Appropriate qualification that allows for the required registration with the Health Professions Council of South Africa (HPCSA) in the relevant profession (where applicable). (RSA: A minimum of 10 years' relevant experience after registration with the HPCSA in the relevant profession (where applicable) in respect of RSA qualified employees who performed community service in relevant profession as required in South Africa), (Foreigner: 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).

Salary Grade 1: R281 148 per annum (Plus benefits), Requirements: Appropriate qualification that allows for the required registration with the Health Professions Council of South Africa (HPCSA) in the relevant profession (where applicable). (RSA: No experience required after registration with the HPCSA in the relevant profession (where applicable) in respect of RSA qualified employees who performed community service in relevant profession as required in South Africa), (Foreigner: 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).

POST 37/217

ELECTRO CARDIOGRAM DEPARTMENT (ECG) – CARDIOLOGY ELECTRO CARDIOGRAM ASSISTANT GRADE 2 (ECG) REF NO: CHBAH36

Salary: R218 274 per annum (Plus benefits), Requirements: Appropriate qualification (with duration of at least 2 years) or prescribed in-service training (with duration of at least 2 years) that allows for registration with the Health Professions Council of South Africa (HPCSA), where applicable in the relevant profession. Proof of registration with the HPCSA. A minimum of 10 years' appropriate experience after obtaining an appropriate qualification or prescribed in-service training required for registration with the Health Professions Council of South Africa (HPCSA).

Electro Cardiogram Assistant Grade 1 (ECG), Salary: R185 301 per annum (Plus benefits). Requirements: Appropriate qualification (with duration of at least 2 years) or prescribed in-service training (with duration of at least 2 years) that allows for registration with the Health Professions Council of South Africa (HPCSA), where applicable in the relevant profession. Proof of registration with the HPCSA. No experience required.

POST 37/218

REF NO: CHBAH37 – ELECTRO-ENCEPHALOGRAPHIC (EEG) NEUROLOGY (ENQUIRIES: PROF. A. MOCHAN. TEL NO: (011) 933 8099/9143

Directorate: Neurology

Electro-Encephalographic Grade 2 (ECG), Salary: R218 274 per annum (Plus benefits). Requirements: Appropriate qualification (with duration of at least 2 years) or prescribed in-service training (with duration of at least 2 years) that allows for registration with the Health Professions Council of South Africa (HPCSA), where applicable in the relevant profession. Proof of registration with the HPCSA. A minimum of 10 years' appropriate experience after obtaining an appropriate qualification or prescribed in-service training required for registration with the Health Professions Council of South Africa (HPCSA).

Electro-Encephalographic Assistant Grade 1 (EEG), Salary: R185 301 per annum (Plus benefits). Requirements: Appropriate qualification (with duration of at least 2 years) or prescribed in-service training (with duration of at least 2 years) that allows for registration with the Health Professions Council of South Africa (HPCSA), where applicable in the relevant profession. Proof of registration with the HPCSA. No experience required.

ENQUIRIES

MR. M.W. Madondo Tel no: (011) 933 9412

GAUTENG PROVINCIAL TREASURY

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.

APPLICATIONS

Application should be submitted at Gauteng Provincial Treasury: Ground Floor, Imbumba House, 75 Fox Street, Marshalltown, Johannesburg, or posted to: Private Bag X12, Marshalltown, 2107

CLOSING DATE

22 September 2017

NOTE

Applications must be submitted on form z83, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. The Completed and

signed form should be accompanied by a recently updated CV specifying all experience indicating the respective dates (MM/YY) as well as indicating three reference persons with the following information: name and contact number(s), email address and an indication of the capacity in which the reference is known to the candidate as well as certified copies of all qualification/s and ID document(no copies of certified copies allowed, certification should not be more than three (3) months old). Suitable candidates will be subjected to Personnel Suitability Checks (criminal record, citizen, credit record checks, qualification and employment verification). Confirmation of final appointment will be subject to a positive security clearance. All non SA citizens must attach a certified proof of permanent residence in South Africa. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Failure to submit all the requested documents will result in the application not being considered. The persons appointed to this position will be subjected to a security clearance. SMS candidates will be required to undergo a Competency Assessment as prescribed by the DPSA. All shortlisted candidates for SMS positions will be required to undergo a technical exercise that intends to test the relevant technical elements of the job. Gauteng Provincial Treasury (GPT) reserves the right to utilise practical exercises / tests for non-SMS positions and during the recruitment process (candidates who are shortlisted will be informed accordingly) to determine the suitability of candidates for the post(s). GPT also reserves the right to cancel the filling / not to fill a vacancy that was advertised during any stage of the recruitment process. Please use Circular post number as a reference number.

MANAGEMENT ECHELON

POST 37/219

: **DIRECTOR: LOCAL GOVERNMENT RESOURCE MANAGEMENT**
 Directorate: Municipal Financial Governance
 (5 Year Fixed Term Performance Based Employment Contract)
 Re-advertisement - Candidates who previously applied for this post (post - 36/132) need not re-apply, as their applications will be considered.

SALARY
CENTRE
REQUIREMENTS

: R898 743 per annum (All-inclusive package)
 : Johannesburg
 : An undergraduate qualification (NQF Level 7) as recognised by SAQA in Finance/Accounting or related to the job content. 5 or more years' of experience at middle/senior management level. 5 or more years' experience in the Finance/Accounting or related field.

DUTIES

: To ensure cost containment and efficiency in municipal budgets (revenue and expenditure management). Advice and application of fiscal discipline and introduction of remedial measures to collect revenue due, contain costs within budget limitations and over or unauthorized expenditure by - Implementation and coordination of provincial Treasury's responsibilities contained in the Municipal Finance Management Act (MFMA). Efficient management of the monthly budgets statement process of municipalities as well as the checking and making of proposals to direct revenue and expenditure to achieve policy goals as part of both the budget and subsequent IYM management processes. Monitoring, assess, advise, coordinate and institute remedial steps to ensure integrity (sustainability and credibility) of municipal budgets integral to the monthly budgets statement process in terms of the MFMA and related legislation. Monitor the financial performance municipal adjustment budget process in terms of policy parameters and legislation. Monitor and report on the outcome of municipal revenue and expenditure budgets. Assessment of and recommendations on conditional grant frameworks of local government and monitoring of compliance, revenue flows and expenditure. Assess and advise municipalities to assess and optimize its own revenue base in respect of revenue collection and assist in initiating steps to resolve financial problems through intervention mechanisms. Establishing efficiency indicators in local government spending and revenue collection, assessment and introduction of remedial steps. Analyze and assess debtor management strategies in municipalities and reporting thereon. Identifying and implementing in year financial performance reforms that enhance financial

operations efficiencies in municipalities. Management of the Grant Management committee with municipalities. Management of the Grant Management committee with municipalities. Management of the Publication of the Provincial Gazette dealing with all transfers to municipalities. Manage the Publication of Consolidated Statement of Municipal Financial Performance in line with the requirements set in the MFMA. Providing technical assistance and financial training to municipalities and other institutions. Liaison with National Government (in the main the national departments of Treasury and Provincial and Local Government) and Provincial Departments and other Local Government institutions. Maintaining inter - governmental fiscal relations. Ensure Performance Management of key outputs and deliverables of the component, including staff performance management.

ENQUIRIES : Ms Bulelwa Mtshizana, Tel no: (011) 227 9000

POST 37/220 : **DIRECTOR: MUNICIPAL BUDGETS**
(5 Year Fixed Term Performance Based Employment Contract)
Re-advertisement - Candidates who previously applied for this post (post 36/133) need not re-apply, as their applications will be considered.
Directorate: Municipal Financial Governance

SALARY : R898 743 per annum (All-inclusive package)
CENTRE : Johannesburg
REQUIREMENTS : An undergraduate qualification (NQF Level 7) as recognised by SAQA in Finance/Accounting or related to the job content. 5 or more years' of experience at middle/senior management level. 5 or more years' experience in the Finance/Accounting or related field.

DUTIES : Advice, guidance and analysis on Annual Municipal Budgets. Advice, guidance and analysis on Municipal Adjustment Budgets. Advice, guidance and analysis on Service Delivery Budget Implementation Plans and Quarterly Performance reports. Compilation of Local Government Chapter in the MTBPS. Consolidation of Quarterly Withdrawal Statement. Compilation of the Gauteng Local Government Expenditure Review. IDP integration reports and service delivery plans.

ENQUIRIES : Ms Bulelwa Mtshizana, Tel no: (011) 227 9000