

**PROVINCIAL ADMINISTRATION: KWAZULU-NATAL
DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT**

The Department of Agriculture and Rural Development is an equal opportunity, affirmative action employer and is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of representative. "The Department supports people with disabilities" The Department of Agriculture and Rural Development reserves the right not to fill any advertised post

- APPLICATIONS** : All applications must be addressed to the Head of Department Private Bag X 9059 Pietermaritzburg 3200
- CLOSING DATE** : 13 October 2017
- NOTE** : Applications must be submitted on the prescribed form Z83 obtainable from any Public Service Department and all applications must be accompanied by a comprehensive CV with at least two referees. Certified copies (Not copies of certified copies) of all educational qualifications including Matric Certificate and supporting documents (Identity documents, Drivers Licence etc.) must also be submitted with your application. Applications must be submitted on or before the closing date. All applications must quote the correct reference and post numbers and if more than one post is being applied for, separate applications are required. It will be required of the successful candidate to undergo an appropriate security clearance. Applicants must please note that they will be required to show proof of original qualifications during selection process. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Short listed candidates must be prepared to undergo competency assessment. Applications will not be acknowledged due to the large volume of applications received and should you not receive a response within 60 days, kindly consider your application unsuccessful NB: Late, faxed or e-mailed applications will not be accepted. Failure to comply with the above instructions will result in immediate disqualification.

MANAGEMENT ECHELON

- POST 39/48** : **DISTRICT DIRECTOR: AGRICULTURAL EXTENSION & ADVISORY SERVICES**
2 POSTS REF NO: CED25/2017
Re Advertisement
- SALARY** : R948 174 per annum, An all-inclusive salary package (level 13) is payable to the successful candidate subject to the signing of a mutually agreed performance agreement. The successful candidate will be subjected to security clearance and is required to disclose financial interest.
- CENTRE** : Umzinyathi (X1) Umkhanyakude (X1)
- REQUIREMENTS** : A BSc Degree in Agricultural Sciences/ Bachelor's Degree in Agriculture/ B. Tech Agriculture and a valid driver's Licence. Experience: A minimum of 5 yrs Middle Management Service (MMS) experience in Agriculture. Knowledge: Sound knowledge of relevant legislative environment: RSA Constitution, PFMA, Treasury Regulations, PSR, PSA, Financial management, White Paper on Agriculture for KZN Strategy for Agrarian Transformation in KZN, NDP, LRA, PAIA, EPMDs, Community Development, Public Participation, Community outreach, social dynamics of KZN Communities, Agricultural Policy Action Plan, Provincial Growth and Development Plan, service delivery framework and Project Management Principles. Skills: Excellent communication, (written and verbal), innovative, good interpersonal relations, honesty, professionalism, integrity, honesty, time frame driven, decision making, Statistical, forecasting and strategic planning skills.
- DUTIES** : Key Performance Areas: Manage the provisions of agricultural extension and advisory services, facilitate the establishment of extension forums, evaluate and report on extension programmes. Manage District agricultural projects, establish and participate in institutional structures for planning, implementation and coordination of agricultural projects. Manage the provisions of all agricultural specific interventions and engineering support and support land reform programmes. Development and implementation of policies as and when required based on inputs

- from stakeholders. Manage the provisions of administration support to the District (including veterinary services). Manage the resources of the Directorate.
- ENQUIRIES** : Mr MJ Mfusi 033 355 9411
- POST 39/49** : **DIRECTOR: INTEGRATED PLANNING MONITORING AND EVALUATION REF NO: CED26/2017**
- SALARY** : R948 174 P.A. An all-inclusive salary package (level 13) is payable to the successful candidate subject to the signing of a mutually agreed performance agreement. The successful candidate will be subjected to security clearance and is required to disclose financial interest.
- CENTRE REQUIREMENTS** : CEDARA
 : Bachelor's Degree in Social Science/ Undergraduate qualification (NQF 7) and a valid Driver's Licence. Experience: 5 yrs Middle Management Service (MMS) experience within an Integrated Planning, Policy, Monitoring and Evaluation environment. Knowledge: Sound knowledge of relevant legislative environment: RSA Constitution, PFMA, Treasury Regulations, PSR, PSA, Financial Management, KZN Citizens Charter, NDP, LRA, PAIA, EPMDs, , Project Management principles, National and Provincial Practice Notes, Public Service Delivery, Management Performance Assessment Tool (MPAT) Millennium Development Goals, Government Wide Monitoring & Evaluation Policy Framework, E-Government, Batho Pele, Policy Development processes and reporting, Public Participation Score Cards. Skills: Excellent communication, (written and verbal), innovative, good interpersonal relations, honesty, professionalism, integrity, honesty, time frame driven, decision making, statistical, forecasting and strategic planning skills, Report writing, Problem solving, Change management, self-disciplined and be able to work under pressure.
- DUTIES** : Key Performance Areas: Facilitate strategic planning, performance, monitoring and reporting; monitor the performance information of the department, research and maintain baseline and body of evidence for monitoring and evaluation strategic and operational plan. Facilitate policy analysis and programme evaluation; render expert advice and guidance in terms of the application of policies and strategies, ensure development and implementation of evaluation systems, coordinate and manage MPAT reporting. Provide Batho Pele interventions, ensure the facilitation of the Departmental Service Excellence Awards, Ensure the implementation of the Service Development Improvement Plan and Service Commitment Charter, Ensure the implementation of Batho Pele and report on the Departmental Batho Pele status and activities. Manage the development, review and implementation of policies according to norms and standards; manage the implementation of National, Provincial and Departmental frameworks, monitor and evaluate compliance with implemented policies. Manage resources of the Directorate.
- ENQUIRIES** : Mrs GN Mavundla 033 343 8116

OTHER POSTS

- POST 39/50** : **CHIEF ENGINEER GRADE A REF. NO: SSC01 /2017 GRADE**
- SALARY** : R935 172 (to be determined according to years of experience in line with OSD)
- CENTRE** : Hilton (Pietermaritzburg/Cedara) – Head Office
- REQUIREMENTS** : B Engineering/ BSc Engineering Degree and a valid driver's licence. Compulsory registration with ECSA as a Professional Engineer and proof thereof. Experience: Six (6) years relevant post qualification experience as a registered professional engineer (Agricultural, Mechanical or Civil). Knowledge: Sound knowledge of site investigation, survey and construction Skills: Problems solving, planning and design, supervision and self-management. Good communication (written/verbal), must be client focused and responsive. Computer literacy (MS Office, CAD, GPS survey).
- DUTIES** : Key Performance Areas: To provide leadership and support by applying engineering principles and techniques to address engineering challenges through research and development, following an approved CPD program for continued professional registration purposes. To perform and manage all aspects of varied innovative and complex engineering activities that results in progress in technology and agricultural

- engineering applications. Manage the Professional Engineering Services Unit to provide high level technical expertise and support to line function staff.
- ENQUIRIES** : Mr MJ Mfusi Tel no: (033) 355 9108
- POST 39/51** : **PROFESSIONAL ENGINEER (5 POSTS) REF NO: SSC 02/2017: GRADE: A-C**
- SALARY** : R637 412 PA (to be determined according to years of experience in line with OSD)
- CENTRE** : Hilton/Cedara – Head Office
- REQUIREMENTS** : B Engineering/ BSc Engineering Degree and a valid driver's licence. Compulsory Registration with ECSA as a Professional Engineer and proof thereof. Experience: 3 years' relevant post qualification experience (Agricultural, Mechanical or Civil). Knowledge: sound knowledge of programme and project management; engineering design and analysis; legal compliance; creating a high performance culture, networking and professional judgement. Skills: Innovative, problems solving, planning and analysing, decision making, team work, creativity, communication (written/verbal), people management, customer focus and responsive and computer literacy.
- DUTIES** : Key Performance Areas: To provide technical advice and support by applying engineering principles and techniques to address engineering challenges through investigation following an approved CPD program for continued professional registration purposes. To perform all aspects of varied innovative and complex agricultural engineering activities that results in progress in technology and engineering applications in one or more of the following fields of agricultural engineering: irrigation & water supply; mechanization; farm structures; animal handling facilities; soil conservation; food processing > energy. Design new systems to solve practical agricultural engineering challenges and improve efficiency and enhance safety. Provide an extension service to farmers and other clients with respect to engineering and soil conservation. Office administration and budget planning. Execution of and reporting on technical research and development.
- ENQUIRIES** : Mr MJ Mfusi Tel no: (033) 355 9108
- POST 39/52** : **ENGINEERING TECHNOLOGIST (4 POSTS) GRADE: A – C REF NO: NOSSC03/2017**
- SALARY** : R323 259 (to be determined according to years of experience in line with OSD)
- CENTRE** : Hilton /Cedara
- REQUIREMENTS** : Bachelor of Technology Degree (B Tech) in Engineering and a valid driver's licence. Compulsory Registration with ECSA as an Engineering Technologist and proof thereof. Experience: 3 years post qualification engineering experience (Agricultural, Civil or Mechanical). Technical Knowledge: Project Management; Technical Design & Analysis, Research and Development; Legal Compliance Technical Report writing; Computer aided engineering applications; Networking and professional judgement. Skills: Strategic capability, Problems solving and analysis, decision making, team work, creativity, communication (written/verbal), people management, planning and organising skills, customer focus and responsive and be computer literate.
- DUTIES** : Key Performance Areas: To provide technical advice and support by applying engineering principles and techniques to address engineering challenges through investigation, following an approved CPD program for continued professional registration purposes. Planning, design and implementation of engineering projects and new systems to solve problems and improve efficiency in one or more of the following fields of agricultural engineering: Irrigation & water supply; mechanization; farm structures; animal handling facilities; soil conservation and food processing. Implementation of cost effective solutions according to departmental standards. Evaluation of existing manuals, standard drawings and procedures to incorporate new technology. Promotion of safety in line with statutory and regulatory requirements. Reporting on service delivery and adherence to administrative procedures and regulations. Investigate new developments in agricultural engineering technology to improve expertise. Self-development in terms of keeping abreast with new technologies and procedures.
- ENQUIRIES** : Mr E.U. Koch Tel no: (033) 355 9108

POST 39/53 : **CONTROL ENGINEERING TECHNOLOGIST (4 POSTS) GRADE A REF NO SSC04/2017**

SALARY : R673 956 (to be determined according to years of experience in line with OSD)

CENTRE : Hilton/Cedara

REQUIREMENTS : Bachelor of Technology (B Tech) in Engineering and a valid driver's licence. Compulsory Registration with ECSA as an Engineering Technologist and proof thereof. Experience: 6 years post qualification engineering technologist experience (Agricultural, Civil or Mechanical) Knowledge: Project management, technical design and analysis, research and development. Skills: Problems solving, planning and analysis, decision making, team work, creativity, communication (written/verbal), people management, customer focus and responsive and be computer literacy, planning and organising skills.

DUTIES : Key Performance Areas: Manage technological advisory services. Plan technological support to engineers and associate professionals; Monitoring and evaluation of technological designs as well as manage administrative and related functions; Address engineering challenges through research and provide strategic direction in the process. Follow an approved CPD programme for continued professional registration purposes. Planning, design and implementation of engineering projects and new systems to solve problems and improve efficiency in one or more of the following fields of agricultural engineering: irrigation & water supply; mechanization; farm structures; animal handling facilities; soil conservation and food processing. Development of cost effective solutions according to departmental standards. Development of design manuals, standard drawings and procedures to incorporate new technology. Promotion of safety in line with statutory and regulatory requirements. Reporting on service delivery; Research engineering technology to improve expertise. Self-development in terms of keeping abreast with new technologies and procedures.

ENQUIRIES : Mr MJ Mfusi 033 – 3559 108

POST 39/54 : **CONTROL ENGINEERING TECHNICIAN (6 POSTS) GRADE A**

SALARY : R396 375 (to be determined according to experience in line with OSD)

CENTRES : (1): 1X ILEMBE DISTRICT, 1X UGU DISTRICT, 1X UTHUKELA: REF NO SSC05/2017

(2): North (1X AMAJUBA, 1X UMKHANYAKUDE, 1X UMZINYATHI). REF. NO: NSC01/2017

REQUIREMENTS : A National Diploma in Engineering and a valid driver's license. Be registered with ECSA as an Engineering Technician and provide Requirements: A National Diploma in Engineering and a valid driver's licence. Compulsory Registration with ECSA as an Engineering Technician and proof thereof. Experience: Six (6) years post qualification technical engineering experience (Agricultural, Civil or Mechanical). Knowledge: sound knowledge of project management, technical design and analysis, research and development. Skills: Problems solving, planning and analysis, decision making, team work, creativity, communication (written/verbal), people management, customer focus and responsive and be computer literacy, planning and organising skills.

DUTIES : Key Performance Areas: To perform and manage technical services and support in engineering research design, construction operations and maintenance. Planning, design and implementation of engineering projects and new systems to solve problems and improve efficiency in one or more of the following fields of agricultural engineering: irrigation & water supply; mechanization; farm structures; animal handling facilities; soil conservation; food processing. Development of cost effective solutions according to departmental standards. Evaluation of existing manuals, standard drawings and procedures to incorporate new technology. Promotion of safety in line with statutory and regulatory requirements. Reporting on service delivery and adherence to administrative procedures and regulations. Self-development in terms of keeping up to date with new technologies and procedures. Following an approved CPD Programme for continued registration purposes.

ENQUIRIES : Mr MJ Mfusi 033 – 3559 108

<u>POST 39/55</u>	:	<u>ENGINEERING TECHNICIAN (21 POSTS) GRADE A-C</u>
<u>SALARY CENTRES</u>	:	R274 440 (to be determined in terms of OSD) REF NO: NSC 02 CENTRE (1) NORTH (9 POSTS) - 3X AMAJUBA, 3X UMKHANYAKUDE, 3X UMZINYATHI. REF. NO: SSC06/2017 CENTRE (2) SOUTH (12 POSTS) 3X ILEMBE, 3 X UGU, 3X UMGUNGUNDLOVU, 3X UTHUKELA.
<u>REQUIREMENTS</u>	:	A National Diploma in Engineering and a valid driver's licence. Compulsory registration with ECSA as an Engineering Technician and proof thereof. Experience: three (3) years post qualification technical engineering experience (Agricultural, Civil or Mechanical) Knowledge: sound knowledge of project management, technical design and analysis, research and development. Skills: Problems solving, planning and analysis, decision making, team work, creativity, communication (written/verbal), people management, customer focus and responsive and be computer literacy, planning and organising skills.
<u>DUTIES</u>	:	Key Performance Areas: To render technical services and support in engineering research. Planning, design and implementation of engineering projects and new systems to solve problems and improve efficiency in one or more of the following fields of agricultural engineering: irrigation & water supply; mechanization; farm structures; animal handling facilities; soil conservation; food processing and energy. Implementation of cost effective solutions according to departmental standards. Application of existing design manuals, standard drawings and procedures. Promotion of safety in line with statutory and regulatory requirements. Reporting on service delivery and adherence to administrative procedures and regulations. Self-development in terms of keeping up to date with new technologies and procedures.
<u>ENQUIRIES</u>	:	Mr MJ Mfusi 033 – 3559 108
<u>POST 39/56</u>	:	<u>ASSISTANT DIRECTOR: ADMINISTRATIVE SUPPORT (OFFICE OF THE HOD) REF NO SSC07/2017 SL9</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R334 545 per annum Cedara A relevant National Diploma/Bachelor's Degree and a valid code EB driver's licence. Experience: 3-5 years' supervisory experience in administration. Knowledge: PSR, PFMA, Treasury Regulations, knowledge of the administrative functioning and understanding of the Public Service Structure. Skills: Organizing, Planning, Problem solving, Analytical, Computer literacy, Time management, Minute taking, Conflict Management, Decision making, Interpersonal relations, communication (Verbal/ written), Self-discipline, be able to cope under pressure, Supervisory, Policy analysis and development.
<u>DUTIES</u>	:	Key Performance Areas: To ensure financial support to the HOD; request and analyse monthly reports, update and maintain detailed commitment register; provide, compile and submit budget for the OHOD and render advice and guidance within the component on financial matters. Ensure provision of administrative support services to the Office of the HOD; coordinate meetings, conferences and seminars and ensure logistical arrangements. Compile memorandums, submissions, letters and minutes. Ensure recording of incoming and outgoing correspondence, delivery and safe keeping of documents and receive, screen and prioritize documents for attention. Initiate the request for the procurement of goods and services for the component. Monitor component assets by means of asset register. Provide executive secretariat duties to meetings (DMCO, MANCO and EXCO). Ensure the effective and efficient management of staff; liaise with internal and external stakeholders and assist in conducting research pertaining to parliamentary and ministerial enquiries.
<u>ENQUIRIES</u>	:	Ms BB Xulu (033) 343 8254
<u>POST 39/57</u>	:	<u>PERSONAL ASSISTANT TO DIRECTOR: HOD SUPPORT REF NO: SSC08/2017 SL 7</u>
<u>SALARY CENTRE</u>	:	R226 611 per annum Cedara

<u>REQUIREMENTS</u>	:	Secretariat Diploma or equivalent qualification. Experience: 3-5 years' experience in rendering administrative support to Senior Management and a valid driver's licence Skills: • Communications (verbal and written) with people at different levels and from different backgrounds• good telephone etiquette, computer skills and understanding of all Microsoft office programmes (Excel, Word and PowerPoint) and Internet, sound organizational and interpersonal relations, reliability, ability to act with tact and discretion, ability to do research and analyse documents and situations, good grooming and presentation, self-management and motivation, knowledge: • knowledge of the relevant legislation/ policies/prescripts and basic knowledge on financial administration.
<u>DUTIES</u>	:	Key Performance• Provide secretariat/receptionist support to the Director; receives telephone calls, manage the diary of the and compile realistic schedules of appointments• Renders administrative support; ensure the effective flow of information and documents from the office, scrutinize routine submissions/ reports and make notes, respond to enquiries, coordinate travelling arrangements, manage the leave register and do filling of documents• Provides support regarding meetings; scrutinize documents to determine actions, record minute decision, communicate to relevant role players and coordinate logistical arrangements for meetings. Support the Director with the administration of the budget when required. Assist in the determining of funding requirements for the purpose of MTEF submissions, check and collates BAS reports to ensure that expenditure is allocated properly and identify the need to move funds between items. Study the relevant Public Service and Departmental prescripts/ policies and other documents and ensure that the application thereof is understood properly; keep up to date information of prescripts/ policies and remain abreast with the procedures applicable to work terrain.
<u>ENQUIRIES</u>	:	Ms B Xulu 033 355 9108
<u>POST 39/58</u>	:	<u>PROFESSIONAL SCIENTIST: ENTOMOLOGIST – 2 POSTS GRADE: A-C</u>
<u>SALARY CENTRES</u>	:	R 549 636 (to be determined according to years of experience in line with OSD)
	:	REF NO: NSC03/2017 CENTRE (2): UMZINYATHI (X1)
	:	REF NO: SSC9 CENTRE (1) CEDARA (X1)
<u>REQUIREMENTS</u>	:	A 4-year BSc. or BSc Honours Degree with Entomology as a major and a valid driver's licence. Recommendations: A post graduate Degree in Entomology; research experience and scientific publications. Compulsory registration with SACNASP as a Natural Professional Scientist and provide proof thereof. Experience: three (3) years post qualification natural scientific experience. Knowledge: legal compliance; creating high performance culture; professional judgement; Data analysis; Policy development and analysis; presentation skills; Programme and Project management, scientific methodologies and models, Research and development, Computer aided scientific applications. Skills: Analytic, creativity, decision making, team work, creativity, communication (written/verbal), technical report writing, people management, Computer literacy, networking, change management, planning and organising skills.
<u>DUTIES</u>	:	Key Performance Areas: Develop and implement methodologies, policies, systems and procedures with particular reference to agricultural research; identify gaps and develop appropriate interventions for entomology research needs; continuous professional development to keep abreast with new technologies and procedures; conduct applied research to generate information and knowledge aimed at developing appropriate technology to address agricultural production constraints due to pests; gather and interpret data statistically and compile scientific papers and technical documents; dissemination of information through presentation of papers at scientific symposia and congresses and lecturing at farmers' days and at short courses and provide specialist advice on Entomology related matters.
<u>ENQUIRIES</u>	:	Ms F Qwabe 033 355 9160
<u>POST 39/59</u>	:	<u>CHIEF ARTISAN REF NO: SSC10/2017 GRADE: A – B</u>
<u>SALARY CENTRE</u>	:	R343 480 PER ANNUM
	:	Cedara - Head Office

- REQUIREMENTS** : A relevant Trade Test Certificate issued under the provisions of the Manpower Training Act of 1981 as amended and a valid (EB) driver's licence. Experience: 10 years post qualification experience as an Artisan/Artisan Foreman. Knowledge: compilation of specifications and production processes, project management, financial management, technical design and consulting. Skills: Computer literacy (MS Word and Excel), report writing, analytic thinking skills, team work, problem solving, ability to make independent decisions, communication (verbal and written), presentation, planning and organizing.
- DUTIES** : Key Performance Areas: Manage technical services and support in conjunction with Technical/ Artisan and associates in the field, workshop and technical office activities. Manage administrative and related functions, compile and submit reports and provide inputs into the budgeting process. Manage financial resources, control and monitor expenditure according to the budget, and manage the commercial value add of the discipline- related resources. Ensure the management of resources allocated and ensure the transfer of skills.
- ENQUIRIES** : Mr A Kent (033) 355 9192

DEPARTMENT OF HEALTH

- NOTE** : An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za. Certified copies of ID documents, Std 10, educational qualifications, certificates of service and professional registration certificates (not copies of certified copies) and proof of current registration must be submitted together with your CV. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. Please note that the selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please note that due to financial constraints, there will be no payment of S&T claims.

MANAGEMENT ECHELON

- POST 39/60** : **MEDICAL SPECIALIST GRADE 1 REF NO: HRM 36/2017 – 02 POSTS**
Directorate: Dept. Of General Surgery
People with Disabilities and African females are encouraged to apply
- SALARY** : GR 1: R991 857–R1 052 712 per annum, (All inclusive salary package) plus compulsory commuted overtime
None to less than 5 years after registration with the HPCSA as an Independent Medical Specialist
- CENTRE REQUIREMENTS** : King Edward VIII Hospital (KEH)
: MBCHB degree or equivalent PLUS, tertiary qualification (FCS)(SA) PLUS registration with the HPCSA as a Medical Specialist PLUS current registration certificate as a Medical Specialist with HPCSA (2017/2018) Knowledge, Skills, Training And Competencies Required: Knowledge and skills in adult and Paediatric Emergency Resuscitative intervention, clinical knowledge in Acute and Chronic Surgical Management of patients, good interpersonal and supervisory skills, supervision of students, interns, doctors, auxillary staff and registrars, accomplished in management of Surgical trauma, knowledge and capability of performing and teaching laparoscopic surgery
- DUTIES** : Key Performance Areas: Provision of quality centered medical care to all patients in the surgical unit, maintain accurate medical record in accordance with legal and ethical guidelines, supervision of students, interns, doctors, auxillary staff and Registrars, participation in after-hours duties is compulsory, provision to assist in the outreach programs

ENQUIRIES APPLICATIONS : Dr. R.R. Chetty – 082 771 1663
 : All applications must be addressed to the Human Resources Manager, and should be placed in the red application box situated next to the ATM in the Admin. building or posted to Private Bag X02, Congella, 4013.

CLOSING DATE : 13 October 2017
NOTE : An Application for Employment Form (Z83) must be completed and forwarded. This is obtainable from any Public Service Department or from the website www.kznhealth.gov.za.. Certified copies of ID documents, Std 10, educational qualifications, certificates of service and professional registration certificates (not copies of certified copies) and proof of current registration must be submitted together with your CV. Original signed letter from your current employer, confirming current and appropriate work experience related to the requirements and recommendations of the advert. People with disabilities should feel free to apply for the posts. The reference number must be indicated in the column provided on the form Z83, e.g. ref APRO/1/2006. Please note that failure to comply with the above instructions will disqualify applicants. Please note that the selected candidate will be subjected to a pre-employment screening and verification process including a CIPC (Companies Intellectual Property Commission) screening. Due to the large number of applications we receive, receipt of applications will not be acknowledged. Should you not be advised within 60 days of the closing date, kindly consider your application as unsuccessful. Please Note That Due To Financial Constraints, There Will Be No Payment Of S&T Claims.

OTHER POSTS

POST 39/61 : **MEDICAL OFFICER 4 POST REF NO: NE 07/2017**
 Section: Obstetrics & Gynaecology

SALARY : Medical Officer Grade 1: SALARY: R736 425.00 per annum (All-inclusive package) Appropriate qualification plus registration with HPCSA as a Medical Practitioner.
 Medical Officer Grade 2: SALARY: R842 028.00 per annum (All-inclusive package) Appropriate qualification plus five (5) years' experience after registration with HPCSA as a Medical Practitioner
 Medical Officer Grade 3: SALARY: R977 199.00 per annum (All-inclusive package) Appropriate qualification plus ten (10) years' experience after registration with HPCSA as a Medical Practitioner
 Other benefits: 18% In-hospital allowance (from basic salary) Commuted Overtime.
 Nature of package: The all-inclusive package consists of a 70% basic salary and 30% flexible portion that maybe structured in-terms of the applicable rules

CENTRE REQUIREMENTS : Newcastle Regional Hospital
 : Matric or equivalent PLUS. MBCHB degree PLUS. Registration certificate as a Medical Practitioner with HPCSA. Current registration with the HPCSA as a Medical Officer (2017/2018). Completion of Community Service. Knowledge, Skills, Training and Competencies Required: Sound knowledge of women's health issues to allow for accurate diagnosis and appropriate management of clinical problems. Ability to deal with all maternity emergencies. Ability to perform all gynaecological procedures e.g. Ectopic, Evac's, TLS. Good decision making, Problem solving, Leadership and mentoring skills. Good communication skills. Knowledge of ethical medical practice. Ability to assess, diagnose and manage Obstetrics and Gynaecological conditions.

DUTIES : Key Performance Areas: Participation in the provision of services in Obstetrics & Gynaecology department in the Amajuba District. Perform after hours duties. Assist with supervision and support of interns in the department and in the departmental academic programme. Provide and ensure community orientated clinical services and to support Primary Health Care services

ENQUIRIES APPLICATIONS FOR ATTENTION : Dr. N.I. Dlamini – HOCU (O&G) Contact no: 034 328 0000
CLOSING DATE : CEO Newcastle Hospital Private Bag X 6653 Newcastle 2940
NOTE : Human Resource Manager
 : 11 October 2017
 : Application for employment – Z83. Certified copy of Identity document. Certified copy of Senior/Matric Certificate and Tertiary Qualification. Professional Registration certificate with the HPCSA. Updated Curriculum Vitae with traceable reference. Copy of certificate of current registration with HPCSA (2017/2018). Proof

of Current and Previous experience of employment endorsed and stamped by Human Resource Department. NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to positive outcomes obtained from the State Security. agency (SSA) to the following checks (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). Please note that applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within two months after the closing date of advertisement, please accept that your application was unsuccessful. Newcastle Regional Hospital is an equal opportunity, affirmative action employer whose aim is to promote representativity in all occupational categories in the institution. Persons with disability are encouraged to apply. Please note that due to financial constraints no S&T payment will be considered for payments to candidates that are invited for interview.

- POST 39/62** : **CLINICAL TECHNOLOGIST (CRITICAL CARE) GRADE 1/2 (3 POSTS) REF NO: HRM 34/2017**
 Directorate: Dept. Of Anaesthetics and Critical Care
 People with Disabilities and African Males are encouraged to apply
- SALARY** : GR 1: R281 148–R321 462 per annum. plus benefits Medical Aid, Housing Allowance, service bonus
 No experience after registration with HPCSA as a clinical technologist
 GR 2: R331 179–R378 687 per annum plus benefits Medical Aid, Housing allowance, service bonus
 10 years experience after registration with the HPCSA as a clinical technologist
- CENTRE REQUIREMENTS** : King Edward VIII Hospital (KEH)
 : Diploma in Clinical Technology (Critical Care), current registration with the HPCSA as a Clinical Technologist (Critical Care) for (2017/2018) Knowledge, Skills, Training And Competencies Required: Thorough knowledge of Biomedical Apparatus/Life support Medical equipment, candidate must have worked in Operating Theatres, Trauma complex, and ICU during training, must have good communication skills (verbal and written), she/He must have the ability to work independently and in a team context and also be able to trouble-shoot/problem solve medical equipment under pressure
- DUTIES** : Key Performance Areas: Effective provision of Clinical Technology Services in the clinical areas below or as required by Line Manager, required to work on a rotational basis in all service areas, these include Neonatal Intensive care unit, Paediatric Intensive care unit, Main Operating theatres, Trauma unit Trauma theatres, Medical emergency, Trauma Resuscitation area and Trauma ICU. Ensure that all Life Support Medical equipment is readily available, assist with performing diagnostic and therapeutic procedures (TEGs, Bronchoscopies, ECGs, BGAs, EEGs, Platelet Function Tests etc), assist with safely transporting critically ill/ventilated patients to CT Scan/MRI, assist with difficult Intubations, cardiac output set up and monitoring, Operating the Cell-Saver medical device as well as all other equipment within the field of practice, Participation in clinical research, ordering of stock and training of DUT students, required to work on standby, after-hours, weekends and public holidays
- ENQUIRIES APPLICATIONS** : Dr. L. Cronje Tel no: (031) 360 3610
 : All applications must be addressed to the Human Resources Manager, and should be placed in the red application box situated next to the ATM in the Admin. building or posted to Private Bag X02, Congella, 4013.
- CLOSING DATE NOTE** : 06 October 2017
 : Application for employment – Z83. Certified copy of Identity document. Certified copy of Senior/Matric Certificate and Tertiary Qualification. Professional Registration certificate with the HPCSA. Updated Curriculum Vitae with traceable reference. Copy of certificate of current registration with HPCSA (2017/2018). Proof of Current and Previous experience of employment endorsed and stamped by Human Resource Department. NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to positive outcomes obtained from the State Security. agency (SSA) to the following checks (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). Please note that applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within two months after the closing date of advertisement, please accept that your application was unsuccessful. Newcastle Regional Hospital is an equal opportunity, affirmative action employer whose aim is to promote representativity in all occupational categories in the institution. Persons with disability are encouraged to apply. Please note that due to financial constraints no S&T payment will be considered for payments to candidates that are invited for interview.

POST 39/63 : **CLINICAL TECHNOLOGIST (CARDIOLOGY/ECHO) GRADE 1/2 REF NO: HRM 35/2017**

Directorate: Dept. Of Anaesthetics and Critical Care
People with Disabilities and African Males are encouraged to apply

SALARY : GR 1: R281 148 – R 321 462 per annum plus benefits Medical Aid, Housing Allowance, service bonus
No experience after registration with HPCSA as a clinical technologist
GR 2: R331 179.00 – R 378 687.00 per annum plus benefits Medical Aid, Housing allowance, service bonus

CENTRE REQUIREMENTS : 10 years experience after registration with the HPCSA as a clinical technologist
King Edward VIII Hospital (KEH)
Diploma in Clinical Technology (Cardiology), current registration with the HPCSA as a Clinical Technologist (Cardiology) for (2017/2018) Knowledge, Skills, Training And Competencies Required: Thorough knowledge of biomedical apparatus required for duties, candidate must have worked in adult and paediatric units during training, must have good communication skills (verbal and written), she/He must have the ability to work independently and in a team context and also be able to trouble-shoot problem solve medical equipment under pressure

DUTIES : Key Performance Areas: Provide efficient service in Main and Obstetric Theatre complex, ICU and perioperative services including High care areas and other critical domains as required by line-managers, attend ward rounds and meetings in allocated departments, perform procedures such as echocardiography, FATE and FAST scans, 12 lead ECG, provide 24 hour standby service (required to work after hours, weekends and public holidays), participate in the departmental outreach program, academic activities and journal club, support department research, audit and quality improvement projects, support ECHO/FATE workshops and medical staff training, maintenance of equipment

ENQUIRIES APPLICATIONS : Dr. L. Cronje - 031 360 3610
All applications must be addressed to the Human Resources Manager, and should be placed in the red application box situated next to the ATM in the Admin. building or posted to Private Bag X02, Congella, 4013.

CLOSING DATE : 06 October 2017

NOTE : Application for employment – Z83. Certified copy of Identity document. Certified copy of Senior/Matric Certificate and Tertiary Qualification. Professional Registration certificate with the HPCSA. Updated Curriculum Vitae with traceable reference. Copy of certificate of current registration with HPCSA (2017/2018). Proof of Current and Previous experience of employment endorsed and stamped by Human Resource Department. NB: Failure to comply with the above instructions will disqualify applicants. The appointments are subject to positive outcomes obtained from the State Security. agency (SSA) to the following checks (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). Please note that applications will not be acknowledged. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within two months after the closing date of advertisement, please accept that your application was unsuccessful. Newcastle Regional Hospital is an equal opportunity, affirmative action employer whose aim is to promote representativity in all occupational categories in the institution. Persons with disability are encouraged to apply. Please note that due to financial constraints

no S&T payment will be considered for payments to candidates that are invited for interview.

DEPARTMENT OF TRANSPORT

- APPLICATIONS** : Forward your application, quoting the relevant reference number to: Head: Transport, Human Resource Management Directorate, Private Bag X9043, Pietermaritzburg, 3200. Applications may alternatively be hand-delivered to the Office of the Department of Transport, 172 Burger Street, Pietermaritzburg.
- CLOSING DATE** : 13 October 2017
- NOTE** : Applications must be submitted on the prescribed application form Z83 (which must be originally signed and dated) and must be accompanied by a detailed CV and originally certified copies (not copies of certified copies) of required educational qualifications (including academic record / statement of results) set out in the advertisement (certificates are required, however, if a certificate is only to be issued at a graduation in the future, the statement of results, together with a letter from the educational institution, indicating the date of the graduation, will be accepted), identity document as well as valid driver's licence (where a driver's licence is a requirement). Applications lacking evidence of relevant experience will not be considered. Failure to comply with these instructions will lead to applications being disqualified. Should an applicant wish to apply for more than one post, separate applications i.e. all the documentation must be submitted for each post applied for. Non-RSA Citizens/Permanent Resident Permit holders must attach a copy of their Permanent Residence Permits to their applications. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to attach proof of such evaluation to their application. Under no circumstances will faxed applications be accepted. Receipt of applications will not be acknowledged and applicants who have not received an invitation to attend an interview within three (3) months of the closing date should assume that their application was unsuccessful. Please note that where experience is a requirement for the post, the successful candidate will be required to submit documentary proof of such work experience prior to assuming duty. A personnel suitability check (criminal record, citizenship, credit record checks, qualification verification and employment verification) will be conducted prior to employment. All shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. Shortlisted candidates will be required to submit an original SAP91 form with their fingerprints on the day of their interview. It will be expected of candidates to be available for selection interviews on a date, time and place as determined by the Department. The Department of Transport reserves the right not to fill the post(s).

OTHER POST

- POST 39/64** : **LEGAL ADMINISTRATIVE OFFICER: LITIGATION (REF. NO. P 36/2017)**
- SALARY** : R226 227 – R446 736 (MR 3-MR5) (depending on experience)
- CENTRE** : Head office, Pietermaritzburg
- REQUIREMENTS** : Bachelor of Laws (LLB); plus Minimum of 2 years postgraduate legal experience; plus A valid driver's licence (Minimum code B). Knowledge, Skills, Training and Competencies Required: Knowledge of Public Service Act. Knowledge of Public Service Regulations. Knowledge of Public Financial Management Act. Knowledge of Treasury Regulations. Knowledge of interpretation of laws. Knowledge of legal research methods and mechanisms. Knowledge of drafting of legal document. Knowledge of legislation management. Knowledge of legislation administered by the Department. Knowledge of other legislation impacting on legislation administered by the Department. Knowledge of legislative framework of the Public

Sector. Knowledge of Administrative law. Knowledge of Constitutional Law. Knowledge of Civil and criminal procedure law. Knowledge of law of contracts. Knowledge of family law. Good communication skills. Legal writing skills. Dispute resolution skills. Leadership skills. Computer literacy. Interpersonal relations and networking skills. Problem solving skills. Financial management skills. Project management skills. Time management skills. Negotiation skills. The ideal candidate must be outcome oriented, have a willingness to learn, be reliable and have objectivity in dealing with matters. He/she must be decisive and have determination.

DUTIES

: Provide litigation management: Assist in the management of litigation, including the auditing, monitoring and review of the departmental litigation management systems, policy, procedure or practice manual. Attend all court proceedings and, where appropriate, defend the Department. Instruct and liaise with the State Attorney and where appropriate, Private Attorneys. Institute legal proceedings on behalf of the Department, including debt recovery proceedings. Arrange and participate in consultation with relevant parties in all court proceedings, including officials of the Department. Assist in the development of any course of action, systems, policy or instruments designed to achieve litigation management goals. Provide legal interpretation: Interpret legislation, litigations, agreements, policies and other legal documents. Advice the management and other officials in the Department on the interpretation, application and legal implications of provisions of relevant legal instrument. Provide advice and guidance and input to policy: Consult with stakeholders and identify shortcomings in policies and legislation. Assist with the preparation of comments and recommendations. Dissemination of amendments, circulars, policies and legislation to relevant forums. Provide legal support services: Assist in the training of officials of the Department on legal matters. Organise, facilitate, initiate and participate in consultations, meetings, negotiations, discussions, workshops and seminars on any significant legal issue. Where appropriate, provide legal assistance to the management and other officials in the Department for the preparation, drafting or making of management decisions or taking of administrative actions with possible legal implication.

ENQUIRIES
FOR ATTENTION
NOTE

: Ms S Ngubo Tel. No.: 033 – 355 8997
:
: Ms HS Masango
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: It is the intention of this Department to consider equity targets when filling this position. Shortlisted candidates may be required to undergo a competency based test.