

**PROVINCIAL ADMINISTRATION: WESTERN CAPE  
DEPARTMENT OF COMMUNITY SAFETY**

**CLOSING DATE** : 30 October 2017 @ 16:00  
**NOTE** : Only applications submitted online will be accepted. Kindly note that technical support is only available from Monday to Friday from 8:00 to 16.00 should you experience any difficulties with your online application. Please ensure that you submit your application before the closing date as no late applications will be considered. All shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA directive on the implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS Competency Assessment tools.

**MANAGEMENT ECHELON**

**POST 41/192** : **DIRECTOR: PROVINCIAL SECURITY PROVISIONING (CS 2017-27)**

**SALARY** : All-inclusive salary package of R 948 174– R 1 116 918 per annum (Level 13). Note: The remuneration package consists of a basic salary (70%) and the employer's contribution to the Pension Fund. The remainder of the package may be structured according to your personal needs.

**CENTRE** : Department of Community Safety, Western Cape Government  
**REQUIREMENTS** : A three (3) year degree (or equivalent) on NQF 7 as recognised by the National Framework Authority; 5 years middle/ senior managerial experience; A Valid drivers license. Recommendations: Extensive knowledge of Strategic Management Processes; Experience in and/ or knowledge of a safety and security environment; Completed course(s) and/ or qualification(s) in respect of: ISO 31000; Security Risk Management; Security Management; any other safety and security related training endorsed by the National Intelligence Agency or State Security Agency will be advantageous. Competencies: Knowledge: Strategic Management processes; Extensive knowledge of applicable policies and regulations in the field of Security Management and OHS; Public Service Reporting Procedures; Labour Relations Act, Financial Management (Budgeting, MTEF and MTEC, etc.), contract administration, M&E and reporting; Policy resource, policy analysis, formulation and policy development; Relevant Public Finance Legislation, Acts, Regulations, Policies and Prescripts, MISS, MPSS, Access to Public Premises and Vehicles Act, etc. Skills: Able to interact at all levels of the institution and sensitivity to management issues; Subject matter expert and creative problem solver; Analytical thinking as well as negotiating and facilitating skills; Strategic thinker, and ability to drive projects and programmes to the point of conclusion.

**DUTIES** : Line and People Management; Ensure good governance and compliance with all applicable legislation; Translate the strategic objectives and management plan of the department into clear and obtainable goals and objectives, and in turn, define the purpose of the Directorate in order to link it to the departmental and provincial strategic goals; Efficiently and effectively manage people and financial resources available in pursuance of the purpose and objectives of the Directorate: Provincial Security Provisioning, whilst ensuring the promotion of sound labour relations and good financial administrative practices; Evaluate the performance/ outputs of the Directorate on an ongoing basis against pre-determined targets with a focus on continual improvement and innovation. Project Management and Contract Administration; Manage the services procured around systems and processes whilst ensuring ensure stakeholder buy-in; Manage the co-ordination of the Provincial budget relating to outsourced security services and liaise with stakeholder committees (and set-up where necessary) so as to properly monitor and evaluate effectiveness against value for government spend; Manage the transversal outsourced and departmental security services provider database; Management of project approaches and budgets without compromising the quality of outcomes and desired results. Strategic Management; Prepare inputs for the strategic plan of the department, and communicate the plan to clients and staff within the

directorate; Manage the transformation of service delivery and alignment of provincial national priorities; Establish broad client involvement and communicate the status of key objectives; Develop, implement and review provincial and departmental policies, as well as provide input to national policies.

**ENQUIRIES APPLICATIONS** : Mr SR George at (021) 483 6010  
: Only applications submitted online will be accepted. To apply submit your application online only: [www.westerncape.gov.za/jobs](http://www.westerncape.gov.za/jobs)

**POST 41/193** : **DIRECTOR: SAFETY PROMOTION AND PARTNERSHIPS (CS 2017-28)**

**SALARY** : All-inclusive salary package of R 948 174– R 1 116 918 per annum (Level 13). Note: The remuneration package consists of a basic salary (70%) and the employer's contribution to the Pension Fund. The remainder of the package may be structured according to your personal needs.

**CENTRE REQUIREMENTS** : Department of Community Safety, Western Cape Government  
: A three (3) year degree (or equivalent) on NQF 7 as recognised by the National Framework Authority; 5 years middle/ senior managerial experience; A Valid drivers license. Recommendations: A post graduate qualification in a relevant field would be advantageous. Competencies: Knowledge: Government planning cycle; Community policing; Volunteerism; Non Profit Organisations. Skills: Advanced Project Management; Communication; Computer literacy; Report writing.

**DUTIES** : Line and People Management. Ensure good governance and compliance with all applicable legislation; Translate the strategic objectives and management plan of the department into clear and obtainable goals and objectives, and in turn, define the purpose of the Directorate in order to link it to the departmental and provincial strategic goals; Efficiently and effectively manage people and financial resources available in pursuance of the purpose and objectives of the Directorate: Provincial Security Provisioning, whilst ensuring the promotion of sound labour relations and good financial administrative practices; Evaluate the performance/ outputs of the Directorate on an ongoing basis against pre-determined targets with a focus on continual improvement and innovation; Project Management; Establish and manage Community Safety Outreach Programmes headed by the directorate in collaboration with the broader department, and sister departments; Establish and management of safety partnerships, involving the community, through various fora in order to achieve the Western Cape Government's objectives of safety for all; Strategic Management; Prepare inputs for the strategic plan of the department, and communicate the plan to clients and staff within the directorate; Manage the transformation of service delivery and alignment of provincial national priorities; Establish broad client involvement and communicate the status of key objectives; Develop, implement and review provincial and departmental policies, as well as provide input to national policies.

**ENQUIRIES APPLICATIONS** : Adv Y Pillay at (021) 483 3338  
: Only applications submitted online will be accepted. To apply submit your application online only: [www.westerncape.gov.za/jobs](http://www.westerncape.gov.za/jobs)

#### **DEPARTMENT OF HEALTH**

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

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

#### **MANAGEMENT ECHELON**

**POST 41/194** : **HEAD CLINICAL UNIT GRADE 1 (MEDICAL: ANAESTHETICS)**  
Chief Directorate: General Specialist and Emergency Services

**SALARY** : R 1 550 331 per annum (A portion of the package can be structured according to the individual's personal needs.

**CENTRE REQUIREMENTS** : George Hospital  
: Minimum educational qualifications: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as

Medical Specialist in Anaesthetics. Registration with a professional council: Registration with the HPCSA as Medical Specialist in Anaesthetics. Experience: A minimum of 3 years' appropriate experience as Medical Specialist after registration with the HPCSA as Medical Specialist in Anaesthetics. Inherent requirements of the job: Commuted overtime contract to contribute to after-hours service delivery is compulsory. Valid (Code B/EB) driver's licence. Competencies (knowledge/skills): Literacy and proficiency in at least two of the three official languages of the Western Cape. Computer literacy (Outlook, Excel, Word and PowerPoint). Relevant statutory frameworks including Healthcare 2030, Best Practice Criteria, National Core Standards, EDL, Standard Treatment Guidelines. Clinical service delivery in Anaesthetics and Critical Care. Administrative, clinical and financial management of the Anaesthetics unit. Note: No payment of any kind is required when applying for this post.

**DUTIES** : Key result areas/outputs: Render an efficient and cost-effective Anaesthetics service to patients managed by the George Hospital and District Health Care Services in Eden and Central Karoo. Ensure clinical governance for the Anaesthetics Service at both George Hospital and in Eden and Central Karoo. Ensure the effective organisation of the operating theatre and the rational use of resources (including laboratory investigations, medication, consumables and equipment). Deliver effective and efficient administration of the Anaesthetics Department. Plan and partake in the training of staff, including registrars, medical officers, community service MO's, interns and final year UCT medical students.

**ENQUIRIES** : Dr Z North, tel. no. (044) 802 4535  
**APPLICATIONS** : The Director: People Practices and Administration, Department of Health, PO Box 2060, Cape Town, 8000.

**FOR ATTENTION** : Ms C Dawood  
**CLOSING DATE** : 27 October 2017

**POST 41/195** : **MEDICAL SPECIALIST GRADE 1 TO 3 (RADIOLOGY) (3 POSTS)**

**SALARY** : Grade 1: R 991 857 per annum, Grade 2: R 1 134 069 per annum, Grade 3: R 1 316 136 per annum (A portion of the package can be structured according to the individual's personal needs). It will be expected of the successful candidate to participate in a system of remunerated commuted overtime).

**CENTRE** : Groote Schuur Hospital, Observatory  
**REQUIREMENTS** : Minimum educational qualification: Appropriate qualification that allows registration with Health Professions Council of South Africa (HPCSA) as Medical Specialist in Radiology. Registration with a professional council: Registration with the HPCSA as a Medical Specialist in Radiology. Experience: Grade 1: None after registration with the HPCSA as Medical Specialist in Radiology. Grade 2: A minimum of 5 years' appropriate experience after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Radiology. Grade 3: A minimum of 10 years' appropriate experience after registration with the HPCSA (or a recognised foreign Health Professional Council in respect of a foreign qualified employee) as a Medical Specialist in Radiology. Competencies (knowledge/skills): Ability to communicate effectively in at least two of the three official languages of the Western Cape. Knowledge of Diagnostic Radiology. Experience in Interventional Radiology and/or musculoskeletal imaging is a strong recommendation. Leadership, interpersonal, organisational, relevant clinical and counselling skills. Ability to initiate own research projects and supervise research projects. Note: No payment of any kind is required when applying for this post. "Candidates, who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted with their job application/on appointment. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)"

**DUTIES** : Provide in- and after-hours diagnostic and/or interventional radiology service. Conduct teaching and training in diagnostic and/or interventional radiology. Administer and manage diagnostic and/or interventional radiology service. Conduct research in diagnostic and/or interventional radiology with publications

and presentations. Provide innovation and outreach in diagnostic and/or interventional radiology.

**ENQUIRIES** : Prof S Beningfield, tel. no. (021) 404-4184, e-mail steve.beningfield@uct.ac.za

**APPLICATIONS** : The Chief Executive Officer: Groote Schuur Hospital, Private Bag X4, Observatory, 7935.

**FOR ATTENTION** : Ms N Mbilini

**CLOSING DATE** : 27 October 2017

#### OTHER POSTS

**POST 41/196** : **PHARMACY SUPERVISOR GRADE 1**  
Eden District

**SALARY** : R 736 425 per annum (A portion of the package can be structured according to the individual's personal needs).

**CENTRE** : Kwanokuthula Community Clinic

**REQUIREMENTS** : Minimum educational qualification: Basic qualification accredited with the South African Pharmacy Council (SAPC) that allows registration with the SAPC as a Pharmacist. Registration with a professional council: Registration with the SAPC as a Pharmacist. Experience: A minimum of 3 years' appropriate experience after registration as a Pharmacist with the SAPC. Inherent requirements of the job: Willingness to register as a Responsible Pharmacist. Valid driver's licence (Code B/EB). Willingness to perform relief and after-hour duties when required. Willingness to register as a tutor to train pharmacist interns and/or pharmacist's assistants. Competencies (knowledge/skills): Knowledge of the Acts pertaining to the practice of pharmacy and national and provincial health policies. Proven organisational and management skills. Ability to cope under pressure and maintain a high standard of professionalism. Note: No payment of any kind is required when applying for this post. Candidates may be requested to perform a practical test.

**DUTIES** : Effectively manage pharmaceutical stock through effective ordering, receipt, control and provision of stock including its safe disposal. Effectively supervise the dispensing of pharmaceuticals in line with statutory requirements. Effectively manage the human resources, finances and administrative aspects relating to the clinic pharmacy. Effectively represent the pharmacy at relevant meetings and ensuring effective lateral and vertical communication of relevant information. Effectively promote rational drug use and antibiotic stewardship. Ensure the compliance of the clinic pharmacy with relevant legislation and adherence to Good Pharmacy Practice.

**ENQUIRIES** : Dr A Brink, tel.no. (044) 302-8400

**APPLICATIONS** : The Manager, Eden District Office, Private Bag X 6592, George, 6530.

**FOR ATTENTION** : Ms S Pienaar

**CLOSING DATE** : 27 October 2017

**POST 41/197** : **REGISTRAR (MEDICAL) (4 YEARS CONTRACT POST)**

**SALARY** : R 736 425 per annum (A portion of the package can be structured according to the individual's personal needs).

**CENTRE** : Tygerberg Hospital, Parow Valley

**REQUIREMENTS** : Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a registrar (Medical). Registration with a professional council: Registration with the HPCSA as a registrar (Medical). Experience: None after registration with the (HPCSA) as an independent Medical Practitioner. Competencies (knowledge/skills): Appropriate experience and/or a completed postgraduate Diploma in Occupational Health/Medicine or equivalent qualification. Proficiency in at least two of the three official languages of the Western Cape. Note: No payment of any kind is required when applying for this post. Existing employee who are already on a salary scale higher than the maximum scale attached to registrar will retain the scale attached to their existing salary package. Candidates, who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted with their job application / on appointment. Please note that the afore-said concession is only applicable on health

- professionals who apply for the first time for registration in a specific category with the relevant council (this includes individuals who must apply for change in registration status).'
- DUTIES** : Provide effective and efficient patient care in Occupational Medicine. Provide other occupation health services e.g. risk assessment and policy/protocol development for use in public sector hospitals and facilities. Conduct research and contribute to policy development in occupational health. Participate fully in all postgraduate and undergraduate educational activities in Occupational Medicine/Health. Participating in all activities per HPCSA and Colleges of Medicine of SA training requirements (specialist training in Occupational Medicine).
- ENQUIRIES APPLICATIONS** : Dr S Carstens, tel. no. (021) 938-9206 or sec@sun.ac.za
- FOR ATTENTION CLOSING DATE** : The Chief Executive Officer: Tygerberg Hospitals, Private Bag X3, Tygerberg, 7505.  
: Ms V Meyer  
: 27 October 2017
- POST 41/198** : **ARCHITECT PRODUCTION GRADE A TO C (HOSPITAL INFRASTRUCTURE)**  
Directorate: Infrastructure Programme Delivery
- SALARY** : Grade A: R 549 639 per annum  
Grade B: R 628 452 per annum, Grade C: R 715 323 per annum  
(A portion of the package can be structured according to the Individual's personal need).
- CENTRE REQUIREMENTS** : Head Office, Norton Rose House, Cape Town  
: Minimum educational qualification: Bachelor in Architecture (or equivalent) as recognised by the South African Council for the Architectural Profession (SACAP). Registration with a professional council: Registration as Professional Architect with the SACAP. Experience: Grade A: At least 3 years post qualification architectural experience. Grade B: At least 14 years appropriate/recognisable experience in an area after registration with the SACAP as a professional Architect. Grade C: At least 26 years appropriate/recognisable experience in an area after registration with the SACAP as a professional Architect. Inherent requirements of the job: Able to work outside of normal office hours. A valid driver's licence (Code B/EB). Willingness to travel including early morning and late night air flights and travel by road. Overnight stays away from home whilst on official business. Sufficiently physically fit and healthy to walk long distances in the confines of the building and on site and carry out inspections. Competencies (knowledge/skills): Knowledge of the Standard for Infrastructure Procurement and Delivery Management and the IDMS Toolkit. Understand the roles and legal obligations of role-players at all three spheres of Government and Public Entities. Sound interpersonal and good verbal and written communication skills in at least two of the three official languages of the Western Cape. Computer literacy (MS Office). Note: A practical or competency test may form part of the shortlisting and/or interview process. No payment of any kind is required when applying for this post.
- DUTIES** : Programme and project planning. Conduct programme, project implementation and monitoring. Provide assistance in the commissioning of projects. Conduct programme and project evaluation. Manage built environment programmes and interaction with a wide range of role-players and stakeholders across all spheres of Government/Private Sector and Communities. Monitor and control the delivery of health infrastructure programmes on time, within budget and within defined quality standards.
- ENQUIRIES APPLICATIONS CLOSING DATE** : Mr A Middleton, tel. no. (021) 483-9328  
: Applications are submitted online via [www.westerncape.gov.za/health-jobs](http://www.westerncape.gov.za/health-jobs)  
: 27 October 2017
- POST 41/199** : **OPERATIONAL MANAGER NURSING (GENERAL: SURGICAL)**
- SALARY** : R 499 953 (PN-B3) per annum
- CENTRE** : Tygerberg Hospital, Parow Valley
- REQUIREMENTS** : Minimum educational qualification: Basic R425 qualification (i.e. Diploma or Degree in Nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Registration with a professional council: Registration with the SANC as Professional Nurse

(proof of current registration to be submitted). Experience: A minimum of 7 years appropriate/recognisable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. Inherent requirement of the job: Will be required to work shifts, weekends and public holidays. Competencies (knowledge/skills): Ability to communicate in at least two of the three official languages of the Western Cape. Knowledge and insight of relevant legislation and policy related to nursing within the public sector. Ability to promote quality patient care through the setting, implementation and monitoring of standards. Ability to function independently as well as part of a multi-disciplinary team. Effective communication, interpersonal, leadership, decision making, and conflict resolution skills. Basic Computer literacy, Good organisational skills and the ability to function under pressure. Note: No payment of any enquiries is required when applying for this post.

**DUTIES** : Plan, manage, co-ordinate and maintain an optimal general Nursing Service as an Operational Manager in a Surgical ward. Manage and utilise Human Resources and Financial Resources to ensure optimal operational function in the area. Initiate and participate in training, development and research within the nursing department. Deliver a support service to the Nursing Service and the institution. Maintain ethical standards and promote professional growth and self-development.

**ENQUIRIES** : Ms F Baartman, tel. no. (021) 938-4055  
**APPLICATIONS** : The Chief Executive Officer: Tygerberg Hospital, Private Bag X3, Tygerberg, 7505.

**FOR ATTENTION** : Ms CB Basson  
**CLOSING DATE** : 27 October 2017

**POST 41/200** : **OPERATIONAL MANAGER NURSING GRADE 1 (GENERAL)**  
 Overberg District

**SALARY** : R 394 665 (PN-A5) per annum (Plus a non-pensionable rural allowance of 8% of basic annual salary)

**CENTRE** : Caledon Hospital, Caledon  
**REQUIREMENTS** : Minimum educational qualification: Basic R425 qualification (i.e. degree/diploma in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Registration with a professional council: Registration with the SANC as Professional Nurse. Experience: A minimum of 7 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Inherent requirements of the job: Valid (Code B/EB) driver's licence. Willingness to work overtime and on weekends as required. Competencies (knowledge/skills): Decision making and change management skills. Computer literacy. Knowledge of the current applicable requirements for the maintaining of quality standards. Proven sound interpersonal and management skills and/or management qualification. Expertise in Quality Assurance and Infection and Prevention Control strategies in health. Note: No payment of any kind is required when applying for this post. Short-listed candidates may be required to do a practical test.

**DUTIES** : Responsible for the management, coordination and delivery of person-centred quality nursing care by the nursing team in accordance with the scope of practice and nursing standards. Manage the utilisation and supervision of resources effectively. Co-ordinate the provision of effective training, research, maintaining professional growth/ethical standards and self-development. Provide effective support to nursing services, people management of the staff at the facility, including HR and Labour. Manage the Quality assurance program of the facility. Collect and collate monthly nursing data and discuss at staff meetings, responsible for the administrative management of the PHC services at the facility, day to day statistics.

**ENQUIRIES** : Ms R Darvel, tel. no. (028) 212-1070  
**APPLICATIONS** : The Director: Overberg District Office, Private Bag X07, Caledon, 7230.  
**FOR ATTENTION** : Ms A Brits  
**CLOSING DATE** : 27 October 2017

**POST 41/201** : **OPERATIONAL MANAGER NURSING GRADE 1 (GENERAL: NEUROLOGY)**

**SALARY** : R 394 665 (PN-A5) per annum  
**CENTRE** : Groote Schuur Hospital, Observatory  
**REQUIREMENTS** : Minimum educational qualification: Basic R425 qualification (i.e. Diploma/Degree) in nursing or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Registration with a professional council: Registration with the SANC as Professional Nurse. Experience: A minimum 7 years appropriate/ recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Inherent requirements of the job: Willingness to work shifts, public holidays and weekends. After-hours or weekend cover for Nursing and deputising for Assistant Manager: Nursing. Competencies (knowledge/skills): Effective leadership, supervisory, mentoring, problem solving, conflict resolution and interpersonal skills related to all allocated staff in the department. Ability to manage disciplinary issues and grievances. Knowledge and understanding of Nursing legislation, related legal ethical nursing practices and framework, as well as labour legislation and relevant public sector policies, guidelines and protocols. Good verbal and written communication skills in at least two of the three official languages of the Western Cape. Computer skills (MS Word, Excel, PowerPoint and E-mail). Ability to manage finances to stay within allocated budgets. Knowledge of FBU Management. Appropriate knowledge/skills in general nursing science. Knowledge and skills in Neurological Nursing. Note: Shortlisted candidates could be subjected to a competency test on day of interview. No payment of any kind is required when applying for this post.

**DUTIES** : Responsible for the coordination and delivery of person-centered quality nursing care by the nursing team in accordance with the scope of practice and nursing standards within the specified department. Participate in the setting, implementation and monitoring of policies, guidelines, standards, procedures, programmes, practices and regulations. Manage, monitor and ensure proper utilisation of physical, human and financial resources. Participate in multi-disciplinary teamwork that promotes efficient and effective health care. Collect, provide and utilise relevant health information for the enhancement of service delivery and participate in and encourage nursing research. Provide effective support, leadership, direction and management of Human Resources including the management of performance and underperformance, training and personal development of employees under his/her supervision including management of grievances.

**ENQUIRIES** : Mr A Mohamed, tel. no. (021) 404-2071  
**APPLICATIONS** : The Chief Executive Officer: Groote Schuur Hospital, Private Bag X4, Observatory, 7935.

**FOR ATTENTION** : Ms N Mbilini  
**CLOSING DATE** : 27 October 2017

**POST 41/202** : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: MENTAL HEALTH)**  
Chief Directorate: Metro District Health Services

**SALARY** : Grade 1: R 340 431 (PN-B1) per annum, Grade 2: R 418 701 (PN-B2) per annum  
**CENTRE** : Victoria Hospital, Wynberg  
**REQUIREMENTS** : Minimum educational qualification: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post-basic nursing qualification with duration of at least 1 year accredited with SANC in Advanced Psychiatry Nursing Science. Registration with a professional council: Registration with the SANC as Professional Nurse. Experience: Grade 1: A Minimum of 4 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Grade 2: A Minimum of 14 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in Psychiatry after obtaining the 1-year post-basic qualification as mentioned above. Inherent requirement of the job: Willingness to work shifts and after hours (weekends, public holidays and night duty). Competencies (knowledge/skills): Sound knowledge and understanding

of Mental Health Care Act, Child Health Act, Nursing and Health Service related acts, legislation and policies. Ability to facilitate and promote training, Leadership, sound interpersonal and motivational skills. Computer literacy (MS Word, Outlook and Excel). Communication skills (both written and verbal) in at least two of the three official languages of the Western Cape. Analytical thinking, independent decision making and problem solving skills. Notes: No payment of any kind is required when applying for this post. Candidates who are not in possession of the required qualifications will be appointed into the general stream, and they will be required to obtain the necessary qualifications within a predetermined period of time. Candidates without the required post-basic qualifications can only be appointed if no suitable candidates with the required educational qualifications could not be found. "Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted with their job application/on appointment. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)"

- DUTIES** : Provide optimal, holistic specialised nursing care within set standards and professional/legal framework. Effective utilisation of human, financial and physical resources (equipment and consumables) Render support to Nursing Services: relief duties and act as junior shift leader as required. Maintain professional growth/ethical standards and self-development, compliance to professional, legal and ethical regulations governing nursing practice. Assist with the development and the implementation of nursing quality improvement plans, policies and standard operating procedures. Ensure efficient and accurate documentation, statistical data collection capturing and participation in research activities. Liaise, advise and effectively communicate with the relevant internal and external stakeholders for continuity of client care.
- ENQUIRIES** : Mr PC Jeftha, tel.no (021) 799-1125
- APPLICATIONS** : The Chief Executive Officer: Victoria Hospital, Private Bag X2, Plumstead, 7801.
- FOR ATTENTION** : Ms N Petersen
- CLOSING DATE** : 03 November 2017
- POST 41/203** : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: NEONATAL) (3 POSTS)**  
Chief Directorate: General Specialist and Emergency Services
- SALARY** : Grade 1: R 340 431 per annum, Grade 2: R 418 701 per annum
- CENTRE** : Mowbray Maternity Hospital
- REQUIREMENTS** : Minimum educational qualifications: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as Professional Nurse. A post-basic nursing qualification with a duration of at least 1 year accredited with SANC in Advanced Midwifery and Neonatal Nursing Science. Experience: Grade 1: A minimum of 4 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Grade 2: A minimum of 14 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience in the specific speciality after obtaining the one year post basic qualification with the SANC as mentioned above. Registration with a professional council: Registration with the SANC as Professional Nurse for 2017/2018. Inherent requirement of the job: Willingness to work overtime if and when required. Competencies (knowledge/skills): Excellent interpersonal, verbal and written communication skills in at least two of the three official languages of the Western Cape. Knowledge of the Nursing Act and relevant Regulations. Good interpersonal and communication skills. Note: No payment of any kind is required when applying for this post. Candidates who are not in possession of the required qualifications will be appointed into the general stream, and they will be required to obtain the necessary qualifications within a predetermined period of time "Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition



		that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted with their job application/on appointment. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status”).
<b><u>DUTIES</u></b>	:	Provide holistic Perinatal care and education according to individual needs of patient’s family and communities. Participate in training and research. Effective utilisation of resources. Provide support to nursing services. Maintain professional growth/ethical standards and self-development.
<b><u>ENQUIRIES</u></b>	:	Ms KE Moore, tel. no. (021) 659-5550
<b><u>APPLICATIONS</u></b>	:	The Chief Director: General Specialist and Emergency Services, Private Bag X15, Parow, 7500.
<b><u>FOR ATTENTION</u></b>	:	Ms R Hattingh
<b><u>CLOSING DATE</u></b>	:	03 November 2017
<b><u>POST 41/204</u></b>	:	<b><u>CLINICAL NURSE PRACTITIONER GRADE 1 TO 2 (PRIMARY HEALTH CARE) (IN-PATIENT SERVICES)</u></b> Chief Directorate: General Specialist and Emergency Services
<b><u>SALARY</u></b>	:	Grade 1: R 340 431 (PN-B1) per annum, Grade 2: R 418 701 (PN-B2) per annum
<b><u>CENTRE</u></b>	:	Lentegeur Hospital
<b><u>REQUIREMENTS</u></b>	:	Minimum educational qualifications: Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post-basic nursing qualification with a duration of at least 1-year Diploma in Clinical Nursing Science: Health Assessment, Treatment and Care (R48) accredited with the SANC. Registration with a professional council: Registration with the SANC as Professional Nurse. Experience: Grade 1: A minimum of 4 years appropriate/recognisable nursing experience after registration as Professional Nurse with the SANC in General Nursing. Grade 2: A minimum of 14 years appropriate/recognisable nursing experience after registration as a Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognisable experience after obtaining the 1-year post-basic qualification as mentioned above. Inherent requirement of the job: Valid (Code B/EB) driver’s licence. Competencies (knowledge/skills): Excellent verbal and written communication skills in at least two of the three official languages of the Western Cape. Effective interpersonal, leadership, organisational, decision making and conflict resolution skills. Computer literacy. Appropriate/recognisable experience in Psychiatric Services and a keen interest to work in the Intellectual Disability and Psychiatrically ill patients. Knowledge of FBU functions and management (ability to work collaboratively within FBUs). Note: No payment of any kind is required when applying for this post. “Candidates who are not in possession of the stipulated registration requirements, may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted with their job application/on appointment. This concession is only applicable on health professionals who apply for the first time for registration in a specific category with the relevant council (including individuals who must apply for change in registration status)”
<b><u>DUTIES</u></b>	:	Provide comprehensive clinical primary health services (including Basic Antenatal Care) in the in-patient’s services. Identify and conduct research within the realm of Primary Health Care on in-patient’s situation. Manage degenerative illnesses and complications. Promote quality patient care through the setting, implementation and monitoring of standards. Plan and implement Health Promotion and Prevention activities. Staff education and training in aspects related to Primary Health Care.
<b><u>ENQUIRIES</u></b>	:	Ms A September/A Jarvis, tel. no. (021) 370 -1271/370 -1231
<b><u>APPLICATIONS</u></b>	:	The Chief Director: General Specialist and Emergency Services, Private Bag X15, Parow, 7500.
<b><u>FOR ATTENTION</u></b>	:	Ms G Owies
<b><u>CLOSING DATE</u></b>	:	03 November 2017

**POST 41/205** : **ADMINISTRATIVE OFFICER: FINANCE/ADMIN (ACCOUNT CONTROLLER)**

**SALARY** : R 226 611 per annum  
**CENTRE** : Tygerberg Hospital, Parow Valley  
**REQUIREMENTS** : Minimum educational qualification: Senior Certificate (or equivalent) with extensive experience/competencies that focuses on the Key Performance Areas (KPA's) of the post or Senior Certificate (or equivalent) with Mathematics or Accounting as a passed subject. Experience: In-depth understanding and experience of clinical procedures/services in a hospital environment. Competencies (knowledge/skills): Basic knowledge of the Uniform Patient Fee Structure (UPFS). Note: Shortlisted candidates may be subjected to a competency test. No payment of any kind is required when applying for this post.

**DUTIES** : Clinical auditing of patient accounts in compliance with the Uniform Patient Fees Structure. Ensure that all prosthesis, high cost consumables and high cost pharmaceuticals are charged timeously. Provide quotations and interact with clinical personnel with regards to clinical procedures. Ensure accurate interpretation and implementation of policy, protocols and hospital procedures in respect of H2, H3 and private patients. Assist Case Manager with clinical updates, authorisation and liaise with the Medical Schemes. Abstract data from the patients records to assign ICD10 codes to patient diagnoses. Actively participates in training for ICD10 coders. Ensure compliance of coding rules and regulations. Work as a team to meet departmental goals.

**ENQUIRIES** : Ms J Jooste, tel. no. (021) 938 -4140 or Ms B Esterhuysen, tel. no. (021) 938-6685

**APPLICATIONS** : The Chief Executive Officer: Tygerberg Hospital, Private Bag X3, Tygerberg, 7505.

**FOR ATTENTION** : Ms V Meyer

**CLOSING DATE** : 27 October 2017

**POST 41/206** : **ADMINISTRATION CLERK: SUPPORT**  
Eden District

**SALARY** : R 152 862 per annum  
**CENTRE** : Sedgfield Community Clinic, Knysna/Bitou Sub-district  
**REQUIREMENTS** : Minimum educational qualification: Grade 12/Senior Certificate. Experience: Appropriate administration and data experience. Competencies (knowledge/skills): Basic knowledge and experience in Office Administration, Financial and Procurement Administration. Good interpersonal, verbal and written communication skills in at least two of the three official languages of the Western Cape. Computer Literacy (i.e. MS Office, Word, Excel and PowerPoint). Experience in capturing and managing of data on PHCIS; Sinjani; tier.net. Note: No payment of any kind is required when applying for this post. The appointed person may be expected to perform duties in any of the PHC facilities in the Knysna/Bitou Sub-district. A practical competency test will be part of the interview process.

**DUTIES** : Effective management of communication, and administration support. Maintenance of effective registry functions. Effective registration of clients. Effective management of appointments and defaulters. Effective data management, capturing and administration. Validation of data and support to end-user.

**ENQUIRIES** : Ms L Ziervogel, tel. no. (044) 302-8400

**APPLICATIONS** : The District Manager: Eden District Office, Private Bag X6592, George, 6530.

**FOR ATTENTION** : Ms S Pienaar

**CLOSING DATE** : 03 November 2017

**POST 41/207** : **ADMINISTRATION CLERK: SUPPORT (RADIOLOGY) (2 POSTS)**

**SALARY** : R 152 862 (Level 5) per annum  
**CENTRE** : Red Cross War Memorial Children's Hospital, Rondebosch  
**REQUIREMENTS** : Minimum educational qualification: Grade 12/Senior Certificate. Experience: Appropriate experience of patient administration in a hospital. Appropriate administrative experience. Inherent requirement of the job: Willingness to do shifts which include weekends and Public holidays and work overtime on short notice. Competencies (knowledge/skills): Computer literacy. Ability to work as part of a team. Ability to cope with a high work volume and follow instructions

and procedures. Ability to adapt to a changing environment. Ability to deal with information in a confidential manner. Good interpersonal relations and organisational skills. Good communication skills in at least two of the three official languages of the Western Cape. Note: No payment of any kind is required when applying for this post. Shortlisted candidates will be required to do a practical test

**DUTIES** : Render a reception service in the radiology department. Be responsible for all aspects of Patient administration in the radiology department this includes both the Radiology Information system and Clinicom. Maintain the effective and efficient general office administration and ad-hoc duties. Responsible for folder management (i.e. request and retrieve folders).

**ENQUIRIES APPLICATIONS FOR ATTENTION CLOSING DATE** : Ms A Vlok, tel. no. (021) 659-5104  
 : The Chief Executive Officer: Red Cross War Memorial Children's Hospital, Private Bag X5, Rondebosch, 7700.  
 : Mr P Petersen  
 : 03 November 2017

**POST 41/208** : **ADMINISTRATION CLERK: PRIMARY HEALTH CARE (2 POSTS)**  
 Eden District

**SALARY CENTRE** : R 152 862 per annum  
 : Rosemoor Community Clinic (1 post), Calitzdorp Community Development Centre (1 post)

**REQUIREMENTS** : Minimum educational qualification: Senior Certificate (or equivalent). Experience: Practical experience of Health Information Systems (PHCIS, Sanjani and Tier.net). Competencies (knowledge/skills): Computer literacy (MS Word, Excel, PowerPoint) – proof must be attached. Knowledge of record keeping procedures, Registry and Archive policy. Knowledge and experience in departmental systems, i.e. (PHCIS, Sinjani, Tier.net). Ability to accept accountability and responsibility and to work independently and unsupervised. Excellent communication skills (verbal and written) in at least two of the three official languages of the Western Cape. Note: No payment of any kind is required when applying for this post. Shortlisted candidates may be required to do a practical test.

**DUTIES** : Perform effective administrative role as a member of the Health Management team. Record keeping, filing and retrieving of folders, tracing of old folders and compiling of new folders, destruction of folders. Maintenance of effective Registry function. Complete of registration and update Patient Information. Effective data management and administer quality monitoring. Effective data capturing, interpret and analyse data trends. Present data for monthly Facility meeting. Effective support to the Supervisor and other Stakeholders in line with the Departmental Leadership Behaviour Charter.

**ENQUIRIES APPLICATIONS FOR ATTENTION CLOSING DATE** : Ms MJF Marthinus, tel. no. (044) 803-9000  
 : Eden District Office, Private Bag X 6592 George 6530.  
 : Ms S Pienaar  
 : 03 November 2017

**POST 41/209** : **LINEN SUPERVISOR**  
 Eden District

**SALARY CENTRE** : R 127 851 per annum  
 : Oudtshoorn Hospital

**REQUIREMENTS** : Minimum educational qualifications: General Education and Training Certificate (GETC)/grade 9 (Std7). Experience: Appropriate linen experience in a hospital/health/linen stores environment. Inherent requirement of the job: Ability and willingness to work after-hours / weekends and public holidays. Competencies (Knowledge/skills): Ability to achieve and maintain good interpersonal relations with staff and the service provider. Ability to communicate effectively (verbal and written) in at least two of the three official languages of the Western Cape. Ability to interpret the Western Cape Hospital Linen Management Policy. Knowledge of stock and infection control. Computer literacy (MS Office: Word and Excel). Note: No payment of any kind is required when applying for this post.

**DUTIES** : Effective hospital linen operational processes and be part of the pre-condemning of Hospital linen. Monitor contractual obligations in terms of the contracted hospital linen service provider. Effective quality control of hospital linen. Liaise with various internal departments regarding hospital linen matters.

Required to work in the soiled and clean linen areas of the hospital's Linen Bank. Responsible for all administrative duties associated with supervision and inventory control. Responsible for the management and ordering of uniforms.

**ENQUIRIES** : Ms MJ Coetzee, tel. no. (044) 203-7290  
**APPLICATIONS** : The Eden District Office, Private Bag X 6592, George, 6530.  
**FOR ATTENTION** : Ms S Pienaar  
**CLOSING DATE** : 03 November 2017

**POST 41/210** : **STERILISATION PRODUCTION OPERATOR**

**SALARY** : R 107 886 per annum  
**CENTRE** : Red Cross War Memorial Children`s Hospital, Rondebosch  
**REQUIREMENTS** : Minimum educational qualification: General Education and Training Certificate (GETC)/Grade 9(std. 7). Experience: Recent relevant experience working in a decontamination and sterilisation unit within a hospital. Inherent requirement of the job: Willingness to work shifts including weekends, public holidays and night duty. Competencies (knowledge/skills): Ability to communicate effectively (verbal and written) in at least two of the three official languages of the Western Cape. Good interpersonal relations skills and ability to work in a co-operative way within a team context. Foundation courses in sterilisation and decontamination recommended. Basic understanding of disinfection, decontamination and sterilisation. Note: No payment of any kind is required when applying for this post. Shortlisted candidates may be subjected to do a competency test.

**DUTIES** : Effective application of sterilisation processes and techniques and promote/adhere to infection control as well as health and safety regulations. Decontaminate, pack and sterilise instruments and supplies. Assist with folding of surgical gowns, folding and packing surgical linen. Assist with cleaning and testing of sterilisation equipment, washing machine and autoclaves. Assist with lifting up and pushing heavy equipment. Assist with processing of respiratory equipment. Maintain equipment in an optimum working condition and utilisation of resources. Use autoclaves, washing machines and equipment/consumables in a cost effective manner. Monitor, control and maintain adequate stock levels. Report and assist with investigation of lost instruments/equipment.

**ENQUIRIES** : Ms B Ludick, tel. no. (021) 658-5763  
**APPLICATIONS** : The Chief Executive Officer: Red Cross War Memorial Children`s Hospital, Rondebosch  
**FOR ATTENTION** : Mr Petersen  
**CLOSING DATE** : 03 November 2017

**POST 41/211** : **FOOD SERVICES AID**  
West Coast District

**SALARY** : R 90 234 per annum  
**CENTRE** : West Coast, TB Centre (Stationed at ID Hospital: Malmesbury)  
**REQUIREMENTS** : Minimum requirement: Basic numeracy and literacy. Inherent requirements of the job: Incumbent must be prepared to work shifts and overtime which include weekends and public holidays. The incumbent must be strong enough to lift heavy objects and be on their feet the entire day. Competencies (knowledge/skills): Knowledge of production of normal and therapeutic diets in an industrial foodservice unit on a large scale. Knowledge of HACCP, national guidelines on safe preparation, storage and handling of powdered infant formula for Health Facilities and Home Environment and Health and Safety policies. Ability to read, speak and write in at least two of the three official languages of the Western Cape. Note: No payment of any kind is required when applying for this post. Short-listed candidates may be subjected to a practical test.

**DUTIES** : Assist in the receipt and storage of all provisions and stock in the food service unit. Prepare and produce all normal and therapeutic diets. Weigh, dish and distribute foods to the wards. Clean all areas, utensils and equipment in the Food Service Department. Follow and adhere to Health and Safety prescripts. Follow and adhere to elementary control measures and standard operating procedures.

**ENQUIRIES** : Ms M Sedeman, tel. no. (022) 487-3294

**APPLICATIONS** : The District Director: West Coast District, Private Bag X 15, Malmesbury, 7299.

**FOR ATTENTION** : Mr EA Sass

**CLOSING DATE** : 03 November 2017

**POST 41/212** : **CLEANER**  
Eden District

**SALARY** : R 83 766 per annum

**CENTRE** : Dysselsdorp Community Clinic

**REQUIREMENTS** : Minimum requirement: Basic numeracy and literacy. Experience: Appropriate cleaning experience in a clinic/hospital/health environment. Inherent requirements of the job: Ability to lift/move heavy equipment and supplies. Able to work shifts and public holidays. Relief duties in other departments when necessary. Competencies (knowledge/skills): Good communication and interpersonal skills in at least two of the three official languages of the Western Cape.

**DUTIES** : General cleaning and maintenance of cleaning equipment. Dust, sweep, polish, scrub and mop floors/passages/furniture, empty dustbins and sort soiled linen according to correct cleaning procedures. Effective use of cleansing agents and stock. Responsible for general hygienic and safe environment. Handle cleaning equipment. Elementary stock control.

**ENQUIRIES** : Ms J Matyhila, tel. no. (044) 203-7202

**APPLICATIONS** : The District Manager: Eden District Office, Private Bag X6592, George, 6530.

**FOR ATTENTION** : Ms S Pienaar

**CLOSING DATE** : 03 November 2017

**POST 41/213** : **GROUNDSMAN (6 MONTHS' CONTRACT)**  
Chief Directorate: General Specialist and Emergency Services

**SALARY** : R 83 766 per annum, Plus 37% in lieu of service benefits

**CENTRE** : Forensic Pathology Laboratory (Tygerberg)

**REQUIREMENTS** : Minimum requirements: Basic numeracy and literacy. Experience: Experience of garden equipment and basic DIY household tools. Inherent requirement of the job: No Criminal record. Must be willing to work in close proximity to the mortuary. Competencies (knowledge/skills): Ability to understand and communicate effectively in at least two of the three official languages of the Western Cape. Knowledge of Occupational Health and Safety requirements and the use of personal protective equipment. Ability to operate and maintain electrical and fuel driven gardening equipment. Note: No payment of any kind is required when applying for this post.

**DUTIES** : Render and maintain cleaning and related services pertaining to the ground within and around the facility. Maintain gardens of the facility. Perform general DYI maintenance and repairs around the facility. Cleaning of GMT vehicles. Function successful as part of a multi-disciplinary team. Perform all allocated tasks effectively and efficiently.

**ENQUIRIES** : Mr AJ van der Westhuizen / Mr R Filander, tel. no. (021) 931-4232

**APPLICATIONS** : Forensic Pathology Services, U2 Building, Fransie Van Zijl Drive, Tygerberg, 7505.

**FOR ATTENTION** : Mr B Wepener

**CLOSING DATE** : 03 November 2017

**POST 41/214** : **GROUNDSMAN**

**SALARY** : R 83 766 per annum

**CENTRE** : Tygerberg Hospital, Parow Valley

**REQUIREMENTS** : Minimum Requirements: Basic Literacy and numeracy. Experience: Appropriate experience in maintaining grounds and gardens. Inherent requirement of the job: Valid (Code E/EB) Driving licence (include authorisation to drive tractor; motor vehicle which is a type of mobile agricultural or industrial equipment or machinery not designed principally for the conveyance of persons or goods, of which the tare does not exceed 3500kg). Competencies (knowledge/skills): Knowledge of gardening and irrigation systems. Gardening skills. Ability to communicate in at least two of the three official languages of the Western Cape. Good understanding and experience of general maintenance. Ability to operate and drive a tractor. Note: No payment of any kind is required when applying for this post.

**DUTIES** : Responsible for maintenance of facility. Ensure that grounds and gardens are maintained (horticultural aspects). Operate machinery (lawnmowers and weed-eaters).  
**ENQUIRIES** : Ms CB Johnson, tel. no. (021) 938-5327  
**APPLICATIONS** : The Chief Director: Tygerberg Hospital, Private Bag X3, Tygerberg, 7505  
**FOR ATTENTION** : Ms V Meyer  
**CLOSING DATE** : 03 November 2017

**DEPARTMENT OF LOCAL GOVERNMENT**

**APPLICATIONS** : Only applications submitted online will be accepted. To apply submit your application online only: [www.westerncape.gov.za/jobs](http://www.westerncape.gov.za/jobs)  
**CLOSING DATE** : 03 November 2017 @ 16:00  
**NOTE** : Only applications submitted online will be accepted. Kindly note that technical support is only available from Monday to Friday from 8:00 to 16.00 should you experience any difficulties with your online application. Please ensure that you submit your application before the closing date as no late applications will be considered. All shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA directive on the implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS Competency Assessment tools.

**MANAGEMENT ECHELON**

**POST 41/215** : **DIRECTOR SPECIALISED SUPPORT, REF NO. LG 2017-21**  
**SALARY** : All-inclusive salary package of R 948 174– R 1 116 918 per annum (Level 13). Note: The remuneration package consists of a basic salary (70%) and the employer's contribution to the Pension Fund. The remainder of the package may be structured according to your personal needs.  
**CENTRE** : Department of Local Government, Western Cape Government.  
**REQUIREMENTS** : A relevant undergraduate qualification (NQF 7 as recognised by SAQA); A minimum of 5 years' middle/senior management experience; A valid driver's licence. Recommendations: A law degree; Knowledge of the Constitution and local government legislation. Competencies: Thorough knowledge of the application of the Constitution and legislation pertaining to local government; Proven experience in the interpretation of the law; Ability to conceptualise new legislation with regard to local government; Understanding the role of Provinces as it relates to Municipalities; Strategically and politically astute.  
**DUTIES** : To facilitate, manage and provide specialised support to municipalities; Manage the provision of formal and informal intervention support if institutional and governance deficiencies at municipalities occur; Manage the provision of informal interventative financial support to municipalities with financial problems; To assist Provincial Treasury with mandatory interventions; Manage interventions at municipalities in terms of the MFMA (Discretionary); Manage interventions at municipalities in terms of section 139 of the constitution; and Ensure effective management of human resources, financial resources and risks.  
**ENQUIRIES** : Mr GW Paulse at (021) 483 4999

**DEPARTMENT OF THE PREMIER**

**CLOSING DATE** : 27 October 2017 @ 16:00  
**NOTE** : Only applications submitted online will be accepted. Kindly note that technical support is only available from Monday to Friday from 8:00 to 16.00 should you experience any difficulties with your online application. Please ensure that you submit your application before the closing date as no late applications will be considered. All shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA directive on the implementation of competency based assessments). The

competency assessment will be testing generic managerial competencies using the mandated DPSA SMS Competency Assessment tools.

#### **MANAGEMENT ECHELON**

- POST 41/216** : **DIRECTOR – INTERNAL AUDIT, REF NO. DOTP 2017-92**
- SALARY** : All-inclusive salary package of R 948 174– R 1 116 918 per annum (Level 13). Note: The remuneration package consists of a basic salary (70%) and the employer's contribution to the Pension Fund. The remainder of the package may be structured according to your personal needs.
- CENTRE REQUIREMENTS** : Department of the Premier, Western Cape Government.  
: A B-Degree or appropriate three-year tertiary qualification (NQF 7 as recognised by SAQA), majoring in Accounting and Auditing; and Minimum of 6 years' appropriate internal audit or other relevant management experience. Recommendations: Studying towards or have a professional certification, CIA, A valid driver's license. Competencies: Audit Practices – Strategic Planning and Management; Audit practices Reporting and Progress Monitoring; Analytical Thinking; Client Focus; and Developing Others.
- DUTIES** : Facilitate the development of audit plans incorporating the client needs and promoting advance impact towards good control environment; Assess the relevancy of the audit approach to meet engagement objectives; Ability to quality assure the conclusions drawn in execution against the engagement objectives; Ability to assess the basis of conclusion, i.e. that controls are consistently implemented as per its design and is achieving its intended purpose; Ability to analyse the control environment to inform a qualitative audit approach; Ability to assess that the adequacy assessment is accurate; Demonstrate advance presentation skills during the presentation of audit result at all levels of the Department and oversight monitoring structures; Maintain the quality of audit results and ensure it gives the required objective assurance; and Ability to provide junior staff with guidance related to ethical behaviour and implementation of ISPPIA when audit engagements are planned, executed and communicated.
- ENQUIRIES APPLICATIONS** : Ms B Cairncross (021) 483 6837  
: Only applications submitted online will be accepted. To apply submit your application online only: [www.westerncape.gov.za/jobs](http://www.westerncape.gov.za/jobs)

#### **DEPARTMENT OF TRANSPORT AND PUBLIC WORKS**

- APPLICATIONS** : Only applications submitted online will be accepted. To apply submit your application online only: [www.westerncape.gov.za/jobs](http://www.westerncape.gov.za/jobs)
- CLOSING DATE** : 25 October 2017 @ 16:00
- NOTE** : Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to attend interviews on a date and time as determined by the department and may also be required to undergo competency assessments/proficiency test. Kindly note that technical support is only available from this coming Monday to Friday from 8:00 to 16.00 should you experience any difficulties with your online application. Please ensure that you submit your application before the closing date as no late applications will be considered.

#### **OTHER POSTS**

- POST 41/217** : **PROVINCIAL INSPECTOR: TRAFFIC CALEDON (8 POSITIONS AVAILABLE), REF NO. TPW 2017-126**
- SALARY** : R 183 558 per annum (Salary level 6).
- CENTRE REQUIREMENTS** : Department of Transport and Public Works, Western Cape Government  
: Grade 12 (or equivalent qualification) with a minimum of 1 year practical experience in the field of Traffic Law Enforcement Operations; Must be in possession of a Basic Traffic Diploma (or equivalent qualification); A valid driver's licence; No criminal record. Kindly note there will be substance/drug testing prior to appointment and randomly thereafter. Recommendations: Leadership skills. Competencies: Knowledge of the following: National Road Traffic Act (NRTA) 93/96; National Land Traffic Act (NLTA) 5/2009; National Road Traffic Regulations (NRTR) 2000; Criminal procedures Act (CPA) 51/77; Average speed over distance (ASOD); Excellent communication (written and

<b><u>DUTIES</u></b>	:	verbal) and report writing skills in at least two of the official languages of the Western Cape; Defensive driving skills; Ability to work under pressure.
	:	Enforce Road Traffic, Public Passenger and Transport Legislation; Examine drivers' licences and motor vehicles and monitor compliance at Driver Licence Testing Centres (DLTC) and Vehicle testing stations (VTS); Provide visible traffic control/ policing and ensure crime prevention activities; Perform of all administrative activities and related duties.
<b><u>ENQUIRIES</u></b>	:	Mr PR Curran at (021) 980 9107
<b><u>POST 41/218</u></b>		<b><u>PROVINCIAL INSPECTOR: TRAFFIC - VREDENDAL (4 POSITIONS AVAILABLE), REF NO. TPW 2017-127</u></b>
<b><u>SALARY CENTRE REQUIREMENTS</u></b>	:	R 183 558 per annum (Salary level 6).
	:	Department of Transport and Public Works, Western Cape Government
	:	Grade 12 (or equivalent qualification) with a minimum of 1 year practical experience in the field of Traffic Law Enforcement Operations; Must be in possession of a Basic Traffic Diploma (or equivalent qualification); A valid driver's licence; No criminal record. Kindly note there will be substance/drug testing prior to appointment and randomly thereafter. Recommendations: Leadership skills. Competencies: Knowledge of the following: National Road Traffic Act (NRTA) 93/96; National Land Traffic Act (NLTA) 5/2009; National Road Traffic Regulations (NRTR) 2000; Criminal procedures Act (CPA) 51/77; Average speed over distance (ASOD); Excellent communication (written and verbal) and report writing skills in at least two of the official languages of the Western Cape; Defensive driving skills; Ability to work under pressure.
<b><u>DUTIES</u></b>	:	Enforce Road Traffic, Public Passenger and Transport Legislation; Examine drivers' licences and motor vehicles and monitor compliance at Driver Licence Testing Centres (DLTC) and Vehicle testing stations (VTS); Provide visible traffic control/ policing and ensure crime prevention activities; Perform of all administrative activities and related duties.
<b><u>ENQUIRIES</u></b>	:	Mr PR Curran at (021) 980 9107
<b><u>POST 41/219</u></b>		<b><u>PROVINCIAL INSPECTOR: TRAFFIC - VREDENBURG (8 POSITIONS AVAILABLE), REF NO. TPW 2017-128</u></b>
<b><u>SALARY CENTRE REQUIREMENTS</u></b>	:	R 183 558 per annum (Salary level 6).
	:	Department of Transport and Public Works, Western Cape Government
	:	Grade 12 (or equivalent qualification) with a minimum of 1 year practical experience in the field of Traffic Law Enforcement Operations; Must be in possession of a Basic Traffic Diploma (or equivalent qualification); A valid driver's licence; No criminal record. Kindly note there will be substance/drug testing prior to appointment and randomly thereafter. RECOMMENDATIONS: Leadership skills. COMPETENCIES: Knowledge of the following: National Road Traffic Act (NRTA) 93/96; National Land Traffic Act (NLTA) 5/2009; National Road Traffic Regulations (NRTR) 2000; Criminal procedures Act (CPA) 51/77; Average speed over distance (ASOD); Excellent communication (written and verbal) and report writing skills in at least two of the official languages of the Western Cape; Defensive driving skills; Ability to work under pressure.
<b><u>DUTIES</u></b>	:	Enforce Road Traffic, Public Passenger and Transport Legislation; Examine drivers' licences and motor vehicles and monitor compliance at Driver Licence Testing Centres (DLTC) and Vehicle testing stations (VTS); Provide visible traffic control/ policing and ensure crime prevention activities; Perform of all administrative activities and related duties.
<b><u>ENQUIRIES</u></b>	:	Mr PR Curran at (021) 980 9107
<b><u>POST 41/220</u></b>		<b><u>PROVINCIAL INSPECTOR: TRAFFIC - BEAUFORT WEST (4 POSITIONS AVAILABLE), REF NO. TPW 2017-129</u></b>
<b><u>SALARY CENTRE REQUIREMENTS</u></b>	:	R 183 558 per annum (Salary level 6).
	:	Department of Transport and Public Works, Western Cape Government
	:	Grade 12 (or equivalent qualification) with a minimum of 1 year practical experience in the field of Traffic Law Enforcement Operations; Must be in possession of a Basic Traffic Diploma (or equivalent qualification); A valid driver's licence; No criminal record. Kindly note there will be substance/drug testing prior to appointment and randomly thereafter. Recommendations: Leadership skills. Competencies: Knowledge of the following: National Road



Traffic Act (NRTA) 93/96; National Land Traffic Act (NLTA) 5/2009; National Road Traffic Regulations (NRTR) 2000; Criminal procedures Act (CPA) 51/77; Average speed over distance (ASOD); Excellent communication (written and verbal) and report writing skills in at least two of the official languages of the Western Cape; Defensive driving skills; Ability to work under pressure.

**DUTIES** : Enforce Road Traffic, Public Passenger and Transport Legislation; Examine drivers' licences and motor vehicles and monitor compliance at Driver Licence Testing Centres (DLTC) and Vehicle testing stations (VTS); Provide visible traffic control/ policing and ensure crime prevention activities; Perform of all administrative activities and related duties.

**ENQUIRIES** : Mr PR Curran at (021) 980 9107

**POST 41/221** : **PROVINCIAL INSPECTOR: TRAFFIC - LAINGSBURG (2 POSITIONS AVAILABLE), REF NO. TPW 2017-130**

**SALARY** : R 183 558 per annum (Salary level 6).  
**CENTRE** : Department of Transport and Public Works, Western Cape Government  
**REQUIREMENTS** : Grade 12 (or equivalent qualification) with a minimum of 1 year practical experience in the field of Traffic Law Enforcement Operations; Must be in possession of a Basic Traffic Diploma (or equivalent qualification); A valid driver's licence; No criminal record. Kindly note there will be substance/drug testing prior to appointment and randomly thereafter. Recommendations: Leadership skills. Competencies: Knowledge of the following: National Road Traffic Act (NRTA) 93/96; National Land Traffic Act (NLTA) 5/2009; National Road Traffic Regulations (NRTR) 2000; Criminal procedures Act (CPA) 51/77; Average speed over distance (ASOD); Excellent communication (written and verbal) and report writing skills in at least two of the official languages of the Western Cape; Defensive driving skills; Ability to work under pressure.

**DUTIES** : Enforce Road Traffic, Public Passenger and Transport Legislation; Examine drivers' licences and motor vehicles and monitor compliance at Driver Licence Testing Centres (DLTC) and Vehicle testing stations (VTS); Provide visible traffic control/ policing and ensure crime prevention activities; Perform of all administrative activities and related duties.

**ENQUIRIES** : Mr PR Curran at (021) 980 9107

**POST 41/222** : **ROVINCIAL INSPECTOR: TRAFFIC KNYSNA (4 POSITIONS AVAILABLE), REF NO. TPW 2017-212**

**SALARY** : R 183 558 per annum (Salary level 6).  
**CENTRE** : Department of Transport and Public Works, Western Cape Government  
**REQUIREMENTS** : Grade 12 (or equivalent qualification) with a minimum of 1 year practical experience in the field of Traffic Law Enforcement Operations; Must be in possession of a Basic Traffic Diploma (or equivalent qualification); A valid driver's licence; No criminal record. Kindly note there will be substance/drug testing prior to appointment and randomly thereafter. Recommendations: Leadership skills. Competencies: Knowledge of the following: National Road Traffic Act (NRTA) 93/96; National Land Traffic Act (NLTA) 5/2009; National Road Traffic Regulations (NRTR) 2000; Criminal procedures Act (CPA) 51/77; Average speed over distance (ASOD); Excellent communication (written and verbal) and report writing skills in at least two of the official languages of the Western Cape; Defensive driving skills; Ability to work under pressure.

**DUTIES** : Enforce Road Traffic, Public Passenger and Transport Legislation; Examine drivers' licences and motor vehicles and monitor compliance at Driver Licence Testing Centres (DLTC) and Vehicle testing stations (VTS); Provide visible traffic control/ policing and ensure crime prevention activities; Perform of all administrative activities and related duties.

**ENQUIRIES** : Mr PR Curran at (021) 980 9107