

**PROVINCIAL ADMINISTRATION: KWAZULU-NATAL
DEPARTMENT OF EDUCATION**

The Provincial Administration of KwaZulu-Natal is an equal opportunity affirmative action employer

- APPLICATIONS** : Applications should be sent by post addressed to The Director: Human Resource Services, KwaZulu-Natal Department of Education, Private Bag X9137, Pietermaritzburg, 3200. Applications may also be hand delivered to Head Office, 228 Pietermaritz Street, Pietermaritzburg, 3201
- FOR ATTENTION** : Ms PS. Mthembu
- CLOSING DATE** : 17 November 2017 AT 16H30
- NOTE** : Applicants must ensure that they fully complete and sign Form Z83, even if they are attaching a CV. Incomplete and/or unsigned applications will not be considered. Preference will be given to persons from designated groups including persons with disabilities. Directive to Applicants: Applications must be submitted on Form Z83, obtainable from any Public Service Department. Applications must in all cases be accompanied by a recently updated comprehensive CV, originally certified copies of all qualifications and RSA ID document, as well as a valid driver's license. Failure to attach the requested documents will result in the application not being considered. Please ensure that you clearly state the full post description and the relevant Post Reference Number on your application. No faxed applications will be considered. Note: The filling of the post will be done in terms of the Department's approved Employment Equity Plan. Due to ongoing internal processes, the Department reserves the right to withdraw any post at any time. The Department reserves the right to verify the qualifications of every recommended candidate prior to the issuing of an offer of employment. Please note: Candidates are discouraged from sending their applications through registered mail as the Department will not take responsibility for non-collection of these applications.

MANAGEMENT ECHELON

- POST.43/153** : **CHIEF DIRECTOR: IDMS STRATEGIC AND TECHNICAL ADVISOR REF NO.: DOE/18/2017**
(5 Year Contract)
- SALARY** : R1 127 334 per. annum. (Salary Level 14) – All Inclusive Salary Package to be structured in accordance with the rules for SMS
- CENTRE** : Pietermaritzburg, Head Office
- REQUIREMENTS** : A Bachelor's Degree in Engineering/Quantity Surveying/Architecture/Town and Regional Planning/Infrastructure Project Management equivalent qualification. Registration as a Built Environment Professional. Five years' experience at senior managerial level. Six to eight years senior management experience with the roll out of the IDMS in a Government Department. Ten years' experience in a general built environment in a professional capacity. Valid Driver's License. Computer Literacy. Competencies : Knowledge of the Intergovernmental Fiscal Relations Act of 1997, Intergovernmental Framework Act of 2005, Construction Industry Development Board Act of 2000 and Regulations, Guidelines and Best Practice Notes issued by CIDB, Council for Built Environment Act of 2000, PFMA/DORA/Treasury Regulations. All different contract options for infrastructure projects, Provincial/Departmental Supply Chain Management Policies, Promotion of Access to Information Act of 2000, Promotion of Administrative Justice Act of 2000, Broad Based Black Empowerment Act of 2003, Preferential Procurement Act of 2000 and Regulations, Government Immovable Asset Management Act of 2007, Occupational Health and Safety Act of 1993 and Regulations, South African Schools Act, Regulations and Guidelines pertaining to infrastructure. Standard for Infrastructure Delivery Management System, Standard for Construction Procurement System.
- DUTIES** : The provision of strategic advice and direction in the built environment for the implementation of the Infrastructure Delivery Management System of Government in all Schools. Implementation and institutionalization of the IDMS. IDMS Capacitation. Education Infrastructure Planning. Education Infrastructure Programme and Project Management. Maintenance of educational assets. Education Reporting.
- ENQUIRIES** : Mr A.B. Zwane - Telephone No. (033) – 846 5127
- NOTE** : All shortlisted candidates for this SMS post 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 the 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. The incumbent will have to sign an annual performance agreement as well as annually disclose his/her financial interests and be subjected to a security clearance.

OTHER POSTS

POST 43/154 : **CHIEF ENGINEER (CIVIL/STRUCTURAL): INFRASTRUCTURE PLANNING REFERENCE NO DOE/17/2017**

SALARY : R935 172 - R1 069 272 Per annum. (The Department will determine the salary notch based on years of experience post professional registration.)

CENTRE : Pietermaritzburg, Head Office

REQUIREMENTS : A Bachelor's Degree in Engineering. Registration as a Professional Engineer with ECSA. Six years' post qualification experience. Valid Driver's License. Computer Literacy. Competencies: Knowledge of PFMA/Treasury Regulations/Practice Notes/Instructions/Circulars, Provincial/Departmental Supply Chain Management Policies, National Building Standards Act of 1977 and Regulations, Occupational Health and Safety Act of 1993 and Regulations, Government Immovable Asset Management Act of 2007, and the South African Schools Act of 1996, Regulations and Guidelines.

DUTIES : The provision of civil/structural engineering inputs and guidance which will include all aspects of innovative and complex engineering applications for the development of infrastructure strategies, policies, systems, projects, functional/technical norms and standards aligned to the Provincial IDMS Framework. Development, interpretation and customization of functional and technical norms and standards from an engineering perspective. Investigate proposals for innovative service delivery mechanisms and undertake feasibility studies. Compile briefing documentation and specifications from an engineering perspective. Investigate civil/structural engineering installations, undertake design work and implement corrective measures, where necessary. Preparation and on-going review of the User Asset Management Plan (U-AMP) from an engineering perspective with inputs received from other professionals. Environmental, OHS adherence in terms of Planning and Maintenance. Research/literature studies to keep up with new technologies, viability and feasibility of the geographical information management options for the Department including interaction with relevant professional development boards/councils. People Management.

ENQUIRIES : Mr A.B. Zwane - Telephone No. 033 – 846 5127

POST 43/155 : **CHIEF QUANTITY SURVEYOR: INFRASTRUCTURE DELIVERY REFERENCE NO.DOE/10/2017**

SALARY : R805 806 per annum (The Department will award a higher salary depending on the experience of the applicant).

CENTRE : Pietermaritzburg, Head Office

REQUIREMENTS : Bachelor's Degree in Quantity Surveying coupled with six years post qualification experience as a Quantity Surveyor. Registration as a Professional Quantity Surveyor with SACQSP. Valid Drivers License. Computer Literacy.

DUTIES : Manage the delivery of the infrastructure built environment programmes and projects in line with the Provincial Infrastructure Delivery Management System (IDMS). Prepare the construction procurement strategy and the Infrastructure Programme Management Plan. Prepare and/or approve Packages/Individual Project Briefs. Participate in the procurement of Professional Service Providers and Contractors. Contribute to the review and acceptance of the Infrastructure Programme Implementation Plan. Monitor the implementation of Programmes/Projects. Approve Project State reports and designs. Manage the interface between the end-user/community structures and Implementing Agent(s). Manage people and budgets.

ENQUIRIES : Mr A.B. Zwane - Telephone No. 033 – 846 5127

POST 43/156 : **DEPUTY DIRECTOR: PROGRAMME MANAGEMENT: INFRASTRUCTURE DELIVERY REFERENCE NO.DOE/12/2017**

<u>SALARY</u>	:	R779 295 (Salary Level 12) - All Inclusive Salary Package to be structured in accordance with the rules for MMS.
<u>CENTRE</u>	:	Pietermaritzburg, Head Office
<u>REQUIREMENTS</u>	:	An appropriate Bachelor's Degree in the Built Environment or equivalent qualification coupled with six years' post qualification experience. Valid Driver's License. Computer Literacy. Experience in the management of built environment programmes and interactions with a wide range of role-players and stakeholders across all spheres of Government/Private Sector will be an added advantage, as will experience in monitoring and controlling the delivery of education infrastructure programmes on time, within budget and within defined quality standards. Competencies: Knowledge of the Construction Industry Development Board Act of 2000 and Regulations, PFMA/Division of Revenue Act/Treasury Regulations/Practice Notes/Instructions/Circulars/Construction Procurement System, Departmental and Provincial Supply Chain Management Policies, Procedures and Delegations, Promotion of Access to Information Act of 2000, Promotion of Administrative Justice Act of 2000, Job Creation Targets, Broad Based Black Empowerment Act of 2003, Preferential Procurement Act of 2000 and Regulations, Architectural Profession Act of 2000, Engineering Profession Act of 2000, Quantity Surveying Profession Act of 2000, National Building Standards Act of 1977 and Regulations, Government Immovable Asset Management Act of 2007, Occupational Health and Safety Act of 1993 and Regulations, Project and Construction Management Professions Act of 2000, South African Schools Act of 1996 and Regulations, National Environmental Management Act of 1998. Ability to apply the Provincial IDMS and the IDM Toolkit. Ability to understand the Education service delivery platform, indicators and service plan and how that links with infrastructure. Ability to understand how to prepare a construction procurement strategy to provide value for money and achieve the objectives of the Department. Ability to understand how to implement Programmes in line with the Provincial Quality Assurance System Standards, Functional and Technical Norms and Standards. Ability to interpret and apply approved Designs Guidelines, Standards Designs and Technical Specifications, and Cost Norms. Ability to prepare infrastructure project reports, extract and interpret information from the Basic Accounting System (BAS) and related information systems. Ability to undertake a risk analysis and undertake a risk mitigation strategy. Ability to understand the purpose, objectives and processes to follow for the signing off on PEP's and related project stage reports and designs. Ability to understand the infrastructure information fields required for updating of education infrastructure information management systems. Ability to prepare reports, submissions and presentations. The applicant should possess the following attributes : Relating and Networking, adhering to principles and values, deciding and initiating action, delivering results and meeting customer expectations, writing and reporting, formulating strategies and concepts, planning and organizing, presenting and communicating information, analyzing.
<u>DUTIES</u>	:	Manage the delivery of infrastructure programmes and projects in Districts allocated to this position. Programme and Project Planning, Implementation and Monitoring. Project Commissioning, Programme and Project Evaluation. Research/Literature studies to keep up with new technologies and procedures including interaction with professional Councils/Boards. Manage the development, motivation and utilization of staff reporting to the Infrastructure Programme Manager.
<u>ENQUIRIES</u>	:	Mr A.B. Zwane - Telephone No. 033 – 846 5127
<u>POST 43/157</u>	:	<u>ELECTRICAL ENGINEER: INFRASTRUCTURE PLANNING REFERENCE NO.DOE/13/2017</u>
<u>CENTRE</u>	:	Pietermaritzburg, Head Office
<u>SALARY</u>	:	R637 875 – R977 883 per annum The Department will determine the salary notch based on years of experience post professional registration.
<u>REQUIREMENTS</u>	:	A Bachelor's Degree in Engineering. Registration as a Professional Engineer with ECSA. Three years' post qualification experience. Valid Driver's License. Computer Literacy.
<u>DUTIES</u>	:	The provision of electrical engineering inputs and guidance which will include all aspects of innovative and complex engineering applications for the development of infrastructure strategies, policies, systems, norms, standards and signing off on electrical installations. Develop and maintain technical and functional norms and standards from an engineering perspective. Investigate

proposals for innovative service delivery mechanisms and undertake feasibility studies. Compile electrical briefing documentation and specifications. Provide inputs to the determination of the Construction Procurement Strategy, the User Asset Management Plan and the Infrastructure Programme Management Plan. Investigate electrical engineering installations and oversee commissioning of these. Undertake research.

ENQUIRIES : Mr A.B. Zwane - Telephone No. 033 – 846 5127

POST 43/158 : **ARCHITECT: INFRASTRUCTURE PLANNING REFERENCE NO.:DOE/14/2017**

CENTRE : Pietermaritzburg, Head Office
SALARY : R549 639 – R842 619 per annum The Department will determine the salary notch based on years of experience post professional registration.

REQUIREMENTS : A Bachelor's Degree in Architecture. Registration as a Professional Architect with the South African Council for Architectural Profession. Three years' post qualification experience. Valid Driver's License. Computer Literacy. Competencies: Knowledge of the South African Schools Act of 1996 Regulations and Guidelines, Construction Industry Development Board Act of 2000 and Regulations, National Building Standards Act of 1977 and Regulations, Architectural Profession Act of 2000, PFMA, Treasury Regulations, Treasury Practice Notes and Circulars, Government Immovable Asset Management Act of 2007, Occupational Health and Safety Act of 1993 and Regulations.

DUTIES : The provision of architectural inputs and guidance for the development of infrastructure strategies, policies, systems, functional/technical norms and standards which includes form and space designs in line with the Provincial IDMS Framework and National Education prescribed norms and standards. Architectural functional and technical norms and standards. Architectural policies, strategies, plans, procedures and criteria of all infrastructure programmes and projects. Master Planning, Project Briefs, Business Cases, Accommodation Schedules and Operational Narratives. Preparation of architectural inputs to the development of the User Asset Management Plan and Project List. Research/Literature studies to keep up with new technologies, viability and feasibility of the geographical information management options for the department including interaction with relevant professional development boards/councils.

ENQUIRIES : Mr A.B. Zwane - Telephone No. 033 – 846 5127

POST 43/159 : **CONTROL WORKS INSPECTOR: INFRASTRUCTURE DELIVERY REFERENCE NO.DOE/11/2017**

SALARY : R417 552 per.annum. (Salary Level 10)

CENTRE : Pietermaritzburg, Head Office

REQUIREMENTS: : National Diploma in Building/Mechanical/Electrical or N3 with passed Trade Test or National Diploma in Engineering coupled with six years relevant post qualification experience. Valid Driver's License. Computer Literacy. Competencies: Knowledge of Job Creation Targets, National Building Standards Act of 1977 and Regulations, Government Immovable Asset Management Act of 2007, Occupational Health & Safety Act of 1993 and Regulations, South African Schools Act and Regulations, National Environmental Management Act of 1998, Public Service Act 1994 and Regulations, Public Finance Management Act 1999 and Treasury Regulations.

DUTIES : Manage the credibility of technical data and information for infrastructure planning and delivery purposes and assist with the implementation of infrastructure and maintenance projects. Manage District inputs for infrastructure planning. Manage maintenance and infrastructure projects. Manage NEIMS assessments. Manage disaster management plans and school maintenance plans. People management

ENQUIRIES : Mr A.B. Zwane - Telephone No. 033 – 846 5127

POST 43/160 : **GIS TECHNICIAN: INFRASTRUCTURE PLANNING REFERENCE NO. DOE/15/2017**

SALARY : R323 259 – R495 561 per annum The Department will determine the salary notch based on years of experience post professional registration.

CENTRE : Pietermaritzburg, Head Office

REQUIREMENTS : A National Diploma in GIS or equivalent qualification. Registration as a Professional GIS Technician with PLATO. Three years' post qualification experience. Valid Driver's License. Computer Literacy. Competencies: Knowledge of the South African Schools Act of 1996 Regulations and Guidelines, PLATO Act of 1984, Spatial planning systems and norms of Government, Government Immovable Asset Management Act of 2007, Occupational Health and Safety Act of 1993 and Regulations, National Environmental Management Act of 1998, Relevant Provincial Land Administration Legislation, National Archives and Records Service Act of 1996.

DUTIES : The provision of geographical information support services for the development of infrastructure spatial planning and implementation of functional/technical norms and standards, plans for Education in line with the Provincial IDMS. Perform technical GIS activities for infrastructure planning through utilization of education information systems. Contribute to the design of an appropriate spatial database for infrastructure planning in line with existing Education Information Systems. Validate, test and customize GIS equipment, software, data and projects. Participate in regular systems audits and implementation of GIS standards. Research/Literature studies to keep up with new technologies, viability and feasibility of the geographical information management options for the department including interaction with relevant professional development boards/councils.

ENQUIRIES : Mr A.B. Zwane - Telephone No. 033 – 846 5127

POST 43/161 : **ENVIRONMENTAL OFFICER (PRODUCTION): INFRASTRUCTURE PLANNING REFERENCE NO. DOE/16/2017**

SALARY CENTRE REQUIREMENTS : R240 015 per annum
: Pietermaritzburg, Head Office
: A National Diploma/Bachelors Degree in Environmental Management or equivalent qualification. At least 0-2 years' post qualification experience. Valid Driver's License. Computer Literacy. Competencies: Knowledge of the South African Schools Act of 1996 Regulations and Guidelines, Government Immovable Asset Management Act of 2007, Occupational Health and Safety Act of 1993 and Regulations, National Environmental Management Act of 1998. Ability to pro-actively identify environment issues for planning and implementation of infrastructure projects. Ability to undertake a risk analysis and undertake a risk mitigation strategy. Ability to identify the required information fields and documents required for environmental issues. Ability to prepare reports, submissions and presentations. Ability to apply expertise and technology. Ability to formulate strategies and concepts. The applicants should have the following skills : analyzing, planning and organizing, writing and reporting, creating and innovating, learning and research, presenting and communicating information. Ability to produce relevant mapping, Geographic Information System (GIS) competency.

DUTIES : The provision of professional guidance for the addressing of environmental issues during planning and implementation stages of infrastructure projects. Ensure environmental compliance for infrastructure planning. Environment Assessments. Provide training on environmental impact issues. Environmental issues in terms of NEIMS assessments and Disaster Management Plans.

ENQUIRIES : Mr A.B. Zwane - Telephone No. 033 – 846 5127

DEPARTMENT OF HEALTH

This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department.

CLOSING DATE APPLICATIONS : 10 November 2017, 16:00 afternoon
: The Human Resource Manager, National Department of Health, Private Bag X 2011, Dundee, 3000. Hand delivered applications may be submitted to Dundee Provincial Hospital, 121 McKenzie Street, Dundee, 3000.

NOTE : Applications should be submitted on form Z83 obtainable from any Public Service Department and should be accompanied by a CV (previous experience must be comprehensively detailed) and certified copies of qualification certificates, service certificates, including ID and driver's licence. Certification must be within 3 months. No faxed or e-mailed applications will be considered. Applications received after the closing date and those that do not comply with the requirements will not be considered. It is the applicant's responsibility to have foreign qualifications and national certificates (where

applicable) evaluated by the South African Qualification Authority (SAQA). The department reserves the right not to fill the post. The successful candidate will be subjected to personnel suitability checks and other vetting procedures. Applicants are respectfully informed that correspondence will be limited to short-listed candidates only. If notification of an interview is not received within three (3) months after the closing date, candidates may regard their application as unsuccessful. The Department will not be liable where applicants use incorrect/no reference number(s) on their applications

MANAGEMENT ECHELON

POST 43/162 : **CLINICAL MANAGER (MATERNAL AND CHILD) (REF NO: CMM 01/2017)**
(This is the re-advertised post: candidates who previously applied are welcome to Re- apply.)

SALARY : R1052 712.00 per annum (Grade 1), Plus Benefits: Commuted overtime (Subject to approval), All-inclusive salary package (This inclusive Package consist of 70% basic salary), Rural allowance (22% of basic Salary)

CENTRE REQUIREMENTS : Dundee Provincial Hospital
Grade 12 or Senior Certificate. Proof of an appropriate qualification in the appropriate Health Science MBCHB. Proof of current Registration certificate with the HPCSA as a Medical Practitioner. Minimum of three (3) years' experience after registration with HPCSA as a Medical Practitioner. Non South African citizen applicants need to have a valid work permit. Sound supervisory and leadership skills. Ability to function as a part of multi- disciplinary team. Programme planning, implementation and evaluation. Ability to work and maintain meaningful relationship with diverse community. Broad clinical experience, including good knowledge of obstetric practice. Ability to diagnose and manage common medical problems including emergencies in the measure clinical discipline. Ability to do surgical operations including appendectomies. Knowledge of District Health System and Primary Health Care. Basic Management skills, Sound reaching and supervisory skills. Good communication and interpersonal skills. Knowledge of legal prescripts, Recommendation: Diploma in Obstetrics, Asmoie Trained

DUTIES : Supervise and support Medical Officers. Administer anaesthesia .Assist with data collection. Analysis and strategic planning. Maintain clinical professional and ethical standards. Serve in Clinical and Management Committees. Ensure availability of clinical protocols in all health facilities. Provide other duties that can be allocated according to the hospital and district needs. Provide after-hours medical services as per roster when the need arises. Consultative services with complicated cases. Examination diagnosis and management of patients in OPD, Wards and Clinics. Supervise and regular ward rounds in allocated sections. Ensure discipline is maintained, Facilitation of training to Medical Officers and Nursing Staff, Perform clinical and record audits and other quality improvements initiatives, Ensure cost effective utilization of resources. Perform Medico legal work. Deputize Medical Manager as required. Ensure compliance with the code of conduct. Ensure evidence based management within the maternal and child component. Formulate, manage and evaluate the Clinical Audit Programmes for the maternal and child component on monthly basis. Ensure positive health outcomes within the obstetric component. Develop strategies to mitigate risks.

ENQUIRIES : Dr. PP Dlamini, Contact details: (034) 212 1112 Ext 308

OTHER POSTS

POST 43/163 : **MEDICAL OFFICER EMERGENCY DEPARTMENT GRADE 1/2/3: REFERENCE: NDH 22/2017**
Cluster: Emergency Unit

SALARY : R736 425.00 - R977 199.00 All-inclusive package, consists of 70% basic salary and 30% flexible portion that may be structured in terms of the applicable rules, Plus Commuted Overtime and its group is subject to the needs of the Department, in which case the incumbent will have to sign a Commuted Overtime Contract form.

CENTRE REQUIREMENTS : Northdale Hospital: Pietermaritzburg
Matric certificate or equivalent, MBCHB Degree or equivalent Plus Current registration with the Health Professions Council of South Africa as a Medical Practitioner, Registration certificate with Health Professions Council of South Africa as a Medical Practitioner and Appropriate clinical experience depending

on the grade for which you are applying (see below) A post graduate qualification in an appropriate field would be an advantage. ATLS, ACLS and or Pediatrics Life Support will be an advantage Grade 1: MBCHB degree or equivalent qualification plus, Post Community service, Current registration with Health Professions Council of SA as a Medical Practitioner. Grade 2: MBCHB degree or equivalent qualification plus Current registration with Health Professions Council of SA as a Medical Practitioner, 5 years' experience after registration with HPCSA as a Medical Practitioner 6 years' experience after registration with HPCSA as a Medical Practitioner if Foreign Qualified and not required to perform community service. Grade 3: MBCHB degree or equivalent qualification plus, Current registration with Health Professions Council of SA as a Medical Practitioner, 10 years' experience after registration with HPCSA as a Medical Practitioner, 11 years' experience after registration with HPCSA as a Medical Practitioner if Foreign Qualified and not required to perform community service All shortlisted candidates will be required to submit proof of work experience endorsed and stamped by the employer/s prior to the date of the interview. Knowledge, Skills, Training And Competencies Required:- Sound clinical knowledge and skills in Emergency Medicine including advanced adult and pediatric resuscitative measures. Ability to diagnose and manage common medical problems and emergencies in all disciplines including acute and chronic conditions. Ability to teach and supervise staff at all levels – Including Junior Medical Officers and Interns, Nursing personnel-- in the Emergency Medicine Department. Good communication skills, leadership and decision making qualities. Must be able to work in a challenging and highly stressful environment. Provide Team Work; and ability to manage conflict resolution. Good sound assessment, diagnostic and management skills. Sound knowledge of relevant ethical and medico-legal issues.

DUTIES : Key Performance Areas: - Manage patients presenting to district level Emergency Department. Ensure to complete their own J88 forms as soon as possible and represent the institution in medico-legal cases as required. Participation in the after-hour overtime duties is compulsory. Perform duties as delegated by supervisor of the Emergency Department. Maintain accurate medical records in accordance with legal and ethical standards. The following Learning opportunities are available, Supervision by an Emergency Physician with “On the floor teaching” Advanced Airway Management and ventilation techniques including invasive and non-invasive ventilation. Evidence based protocol driven management. Opportunity to conduct research in the unit Preparation to enter the fellowship and or Diploma in Emergency Medicine. The Unit is accredited for DipPEC and Registrar Training.

ENQUIRIES : Dr P Ramraj (033) 387 9022 / (082) 650 4864

APPLICATIONS : All applications should be forwarded to: Human Resources Department Northdale Hospital, Private Bag X 9006, Pietermaritzburg, 3200

FOR ATTENTION : Dr MAG Molla

NOTE : Applications must be submitted on the prescribed Application for Employment form (Z83) which must be originally signed and dated. The application form (Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of certificates, Identity Document and Driver's Licence (not copies of previously certified copies). The Reference Number must be indicated in the column (Part A) provided thereof on the Z83 form. **NB:** Failure to comply with the above instructions will disqualify applicants. Faxed and e-mailed applications will **NOT** be accepted. Persons with disabilities should feel free to apply for the post. The appointments are subject to positive outcomes obtained from the State Security Agency (SSA) to the following checks (security clearance (vetting), criminal clearance, credit records, citizenship), verification of Educational Qualifications by SAQA, verification of previous experience from Employers and verification from the Company Intellectual Property Commission (CIPC). Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they must accept that their applications were unsuccessful. Applicants in possession of a foreign qualification must attach an evaluation certificate from the South African Qualifications Authority (SAQA) to their applications. Non- RSA Citizens/Permanent Residents/ Work Permit holders must submit documentary proof together with their applications. All employees in the Public Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply.

CLOSING DATE : 03 November 2017

POST 43/164 : **ULTRASONOGRAPHER GRADE 1, 2, 3 (X1POST): REFERENCE NO. NDH 21/2017**

Cluster: Radiology Department

- SALARY** : GRADE1:R351 516.00, GRADE 2:R414 069.00, GRADE 3:R487 752.00
Other Benefits; 13TH CHEQUE Medical Aid (optional) Housing Allowance
(employee must meet prescribed requirements)
- CENTRE REQUIREMENTS** : Northdale Hospital: Pietermaritzburg
: Senior certificate/Grade 12, An appropriate National Diploma/Degree in
Ultrasound PLUS, Registration with Health Professions Council South Africa
as an ultra- sonographer PLUS, Proof of current registration with HPCSA as
an ultrasound radiographer(2017-2018) Grade 1: No experience after
registration with HPCSA in the relevant profession in respect of RSA qualified
employees who performed community service. 1 year relevant experience
after registration with HPCSA in the relevant profession in respect of foreign
qualified. Grade 2: Minimum of 10 years relevant experience after registration
with HPCSA in the relevant profession in respect of RSA qualified employees
who performed community service. 11 years relevant experience after
registration with HPCSA in the relevant profession in respect of foreign
qualified employees. Grade 3: Minimum of 20 years relevant experience after
registration with HPCSA in the relevant profession in respect of RSA qualified
employees who performed community service. 21 years relevant experience
after registration with HPCSA in the relevant profession in respect of foreign
qualified employees. All shortlisted candidates will be required to submit proof
of work experience endorsed and stamped by the employer/s prior to the date
of the interview. Knowledge, Skills, Training And Competencies Required:-
Sound knowledge of obstetrics and Gynaecology ultrasound. Sound
knowledge of general ultrasound scans. Sound report writing and
administrative skills. Computer literacy. Knowledge of relevant Health and
Safety Policies, Regulations and Acts. Able to work autonomously. Sound
communication, problem solving, teaching and training skills. Good
interpersonal relations and ability to perform well within a team
- DUTIES** : Key Performance Areas:- Provision of high quality ultrasound services
according to patient's needs. Execute all ultrasound procedures competently
to prevent complications. Perform general administrative duties as required.
Provide guidance and supervision to junior staff and students. Promote
Bathopele in execution of all duties for effective service delivery. Inspect and
utilize equipment professionally to ensure that they comply with safety
regulations. Give factual information to patients and clients on ultrasound.
Promote good health practices and ensure optimal patient care. Compile
report and memos as required in the working environment. Participate in
Ultrasound quality improvement programs and compliance with National Core
Standards. Participate in developing protocols to ensure that sonographic
services comply with the required prescripts. Participate in continued
professional development (CPD)
- ENQUIRIES** : Mrs. R Bedford (033) 387 6459
- APPLICATIONS** : All applications should be forwarded to: Human Resources Department
Northdale Hospital, Private Bag X 9006, Pietermaritzburg, 3200
- FOR ATTENTION** : Dr MAG Molla
- CLOSING DATE** : 03 November 2017
- NOTE** : Applications must be submitted on the prescribed Application for Employment
form (Z83) which must be originally signed and dated. The application form
(Z83) must be accompanied by a detailed Curriculum Vitae, certified copies of
certificates, Identity Document and Driver's Licence (not copies of previously
certified copies). The Reference Number must be indicated in the column (Part
A) provided thereof on the Z83 form. **NB**: Failure to comply with the above
instructions will disqualify applicants. Faxed and e-mailed applications will
NOT be accepted. Persons with disabilities should feel free to apply for the
post. The appointments are subject to positive outcomes obtained from the
State Security Agency (SSA) to the following checks (security clearance
(vetting), criminal clearance, credit records, citizenship), verification of
Educational Qualifications by SAQA, verification of previous experience from
Employers and verification from the Company Intellectual Property
Commission (CIPC). Applicants are respectfully informed that, if no notification
of appointment is received within 3 months after the closing date, they must
accept that their applications were unsuccessful. Applicants in possession of
a foreign qualification must attach an evaluation certificate from the South
African Qualifications Authority (SAQA) to their applications. Non- RSA
Citizens/Permanent Residents/ Work Permit holders must submit
documentary proof together with their applications. All employees in the Public

Service that are presently on the same salary level but on a notch/package above of the advertised post are free to apply.

DEPARTMENT OF TRANSPORT

- APPLICATIONS** : forward your application, quoting the relevant reference number to: Head: Transport, Human Resource Management Directorate, Private Bag X 9043, Pietermaritzburg, 3200. Applications may alternatively be hand-delivered to the Office of the Department of Transport, 172 Burger Street, Pietermaritzburg.
- CLOSING DATE** : 10 November 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).

MANAGEMENT ECHELON

- POST 43/165** : **DIRECTOR: TECHNOLOGY TRANSFER CENTRE (REF. NO. P 21/2017)**
Kindly note that this is a re-advertisement. Applicants who applied previously and who still wish to be considered are at liberty to re-apply.
- SALARY CENTRE REQUIREMENTS** : R948 174 per annum (all Inclusive, flexible remuneration package)
: Head Office, Pietermaritzburg
: An appropriate Degree/ National Diploma in Civil/Mechanical Engineering (NQF level 7) as recognized by SAQA; plus A minimum of 5 years' experience at a middle/senior managerial level; plus a valid driver's licence (minimum Code B); plus Professional registration with ECSA. Knowledge, Skills, Training And Competencies Required: Understanding of Public Service and Departmental policies, research, analysis, objective and development processes, project management and financial management. Broad and in-depth expert knowledge of administrative policies and practices, budgeting and managerial functions. Knowledge of Public service reporting procedures and work environment. Knowledge of Planning and organizing. Expertise in database management and system development. Clear conceptual

understanding of transformation (change management) and Affirmative Action. Expert knowledge and experience in transportation engineering matters, asset management and engineering training and development. Interpretation and application of policy skills. Research, policy formulation and managerial skills. Problem solving and analytical thinking skills. Strategic planning and co-ordination skills. High level computer skills. Team building skills. Excellent communication skills (verbal, written and networking). Project management skills. Motivation skills. Presentation and facilitation skills. Negotiation skills. The ideal candidate should have a demonstrated interest in transportation engineering, training, administrative and related fields, be honest and have integrity. He/she should be an innovative thinker, be receptive to ideas and suggestions, be reliable, creative/innovative and accurate. He/she should also be open, transparent, a team leader and a total quality controller.

DUTIES : Manage and provide strategic direction for the directorate. Research, develop and formulate policies and programmes on service delivery and related matters for the Technology Transfer Centre and disseminate such information to all concerned. Oversee and manage the rendering of efficient and professional services assigned to the Technology Transfer Centre to functionaries in the department and the public. Determine the most effective work procedures and methods to achieve organizational goals. Exercise control over all functions and development of personnel under the supervision of the Director in order to determine if organizational goals are achieved and take corrective action if deemed necessary. Compile and control the budget for the directorate and manage personnel activities within budgetary constraints.

ENQUIRIES FOR ATTENTION NOTE : Mr S Nkosi Tel. No. (033) 355 8897
 : Mr C McDougal
 : It is the intention of this Department to consider equity targets when filling this position.

OTHER POSTS

POST 43/166 : **CHIEF ENGINEER GRADE A (02 POSTS): GEOMETRIC DESIGN (REF. NO. P 34/2017); GEOMETRIC DESIGN (REF. NO. P 35/2017)**
 Kindly note that this is a re-advertisement. Applicants who applied previously and who still wish to be considered are at liberty to re-apply.

SALARY CENTRE REQUIREMENTS : R 935 172 per annum (all-inclusive remuneration package)
 : Head Office, Pietermaritzburg
 : An engineering degree (B Eng/BSC (Eng), plus 6 (six) years post qualification engineering experience. Compulsory registration with Engineering Council of South Africa (ECSA) as a Professional Engineer. A valid driver's licence (minimum code B). Knowledge, Skills, Training & Competencies Required: Programme and project management knowledge. Engineering design and analysis knowledge. Knowledge of research and development. Knowledge of computer-aided engineering applications. Knowledge of legal compliance. Knowledge of technical report writing and networking. Knowledge of creating high performance culture. Knowledge of engineering and professional judgement. Decision making, team leadership and analytical skills. Creativity, self-management and financial management skills. Customer focus and responsiveness skills. Communication, planning and organizing skills. Computer literacy. Conflict management, people management and negotiation skills. Problem solving and analysis skills. Change management and innovation skills. The ideal candidate should be honest, decisive, analytical and reliable.

DUTIES : Engineering design and analysis effectiveness: Perform final review and approvals or audits on new engineering designs according to design principles or theory. Co-ordinate design efforts and integration across disciplines to ensure seamless integration with current technology. Pioneering of new engineering services and management methods. Maintain engineering operational effectiveness: Manage the execution of maintenance strategy through the provision of appropriate structures, systems and resources. Set engineering maintenance standards, specifications and service levels according to organizational objectives to ensure optimum operational availability. Monitor maintenance efficiencies according to organizational goals to direct or redirect engineering services for the attainment of organizational objectives. Governance: Allocate, control, monitor and report on all resources. Compile risk logs and manage significant risk according to

sound risk management practice and organizational requirements. Provide technical consulting services for the operation of engineering related matters to minimize possible engineering risks. Manage and implement knowledge sharing initiatives e.g. short term assignments and secondments within and across operations, in support of individual development plans, operational requirements and return on investment. Continuously monitor the exchange and protection of information between operations and individuals to ensure effective knowledge management according to departmental objectives. Financial Management: Ensure the availability and management of funds to meet the MTEF objectives within the Engineering environment/services. Manage the operational capital project portfolio for the operation to ensure effective resourcing according to organizational need and objectives. Manage commercial value add of the discipline-related programmes and projects. Facilitate the compilation of innovation proposal to ensure validity and adherence to organizational principles. Allocate, control and monitor expenditure according to budget to ensure efficient cash flow management. People Management: Manage the development, motivation and utilization of human resources for the discipline to ensure competent knowledge base for the continued success of engineering services according to organizational needs and requirements. Manage subordinates key performance areas by setting and monitoring performance standards and taking actions to correct deviations to achieve departmental objectives.

ENQUIRIES : Mr S Nkosi Tel. No.: (033) 355 8897
FOR ATTENTION : Mr C McDougal
NOTE : It is the intention of this Department to consider equity targets when filling these positions.

POST 43/167 : **DEPUTY DIRECTOR: PROCUREMENT (REF. NO. P 48/2017)**

SALARY : R 657 558 per annum (all-inclusive remuneration package)
CENTRE : Head Office, Pietermaritzburg (Supply Chain Management)
REQUIREMENTS : An appropriate recognised Bachelor's Degree/National Diploma in Finance/SCM/Law (NQF Level 6); plus A minimum of 3 years' junior management experience; plus Possession of a valid driver's licence (minimum Code B). Knowledge, Skills, Training & competencies Required: Extensive knowledge of the Department's and the Directorate's policy, goals, mission and vision. Thorough knowledge of Procurement delegations, Acts, rules and regulations. Knowledge of Procurement administration processes and procedures. Knowledge of BAS and relevant financial regulations, policies and procedures. Knowledge of Delegations of Authority. Knowledge of PFMA. Management skills (Plan, Organize, Lead and Control). Computer skills. Communication skills – written and verbal. Training skills. Problem solving and decision making skills. Financial Management skills. Analytical thinking skills. Policy formulation skills. Adapt to change skills. The ideal candidate should be an innovative thinker, be positive and responsible. He/she should also have high ethical behaviour and integrity, be a team player, a problem solver and be approachable.

DUTIES : Research and development of procurement policy and procedures including the promotion of BEE and SMME's and elimination of fraud/corruption errors. Analyse new policies for changes from legislation and identify applicability for revision of Departmental policies. Identify trends and develop strategies to reduce fraudulent activities. Provide advice on procurement, Supply Chain Management policies and procedures. Manage financial, human and logistical resources for the Sub-directorate. Perform Tender Evaluation Committee functions and provide support to the Tender Award Committee. Monitor and manage the Department's Annual Procurement Plan and ensure timeous submission.

ENQUIRIES : Mr T Nkosi Tel. No.: (033) 355 8792
FOR ATTENTION : Mr C McDougal
NOTE : 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.