

**PROVINCIAL ADMINISTRATION: WESTERN CAPE
DEPARTMENT OF AGRICULTURE**

- APPLICATIONS** : Only applications submitted online will be accepted. To apply submit your application online only: www.westerncape.gov.za/jobs
- CLOSING DATE** : 03 April 2018
- NOTE** : Only applications submitted online will be accepted. 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. 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.

OTHER POST

- POST 11/109** : **DEPUTY DIRECTOR: SUPPLY CHAIN MANAGEMENT, REF NO: AGR 2018-10**

- SALARY** : All-inclusive salary package of R657 558 per annum (Level 11)
- CENTRE** : Department of Agriculture, Western Cape Government
- REQUIREMENTS** : A relevant 3-year tertiary qualification with a minimum of 3 years' management experience in Supply Chain Management; A valid code EB drivers licence. Recommendations: A formal Legal qualification. Competencies: Knowledge of the following: Public Financial Management Act; Treasury Regulations, PPPFA; Understanding of Procurement Policy Framework Act, BBBEE and related prescripts; SCM processes and procedures (OFMA, NTR's and PTI's); SCM system knowledge; Effective functioning of the Bid Committee and Acquisition Management; Supervisory skills; Communication (written and verbal) skills in at least two of the three official languages of the Western Cape; Proven computer literacy
- DUTIES** : Management and control of the Supply Chain Management sub-directorate; Formulation and customisation of SCM policies and procedures to suit the needs of the department; Responsible for the full supply chain management processes of the department, together with the role of SCM advisor on Acquisition Management; Responsible for receiving of all invoices and ensuring payment is done within 30 days; Ensure an effective and efficient functioning of the departmental Bid Committee system and overall Acquisition Management systems through ensuring optimal workflows, operational planning and work organisation in the unit; Ensure compliance systems, reporting systems and proper record keeping systems are in place; Ensure the facilitation of adequate Contract Management.
- ENQUIRIES** : Mr F Huysamer at (021) 808 5007

ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING

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OTHER POST

- POST 11/110** : **STATE ACCOUNTANT: INTERNAL CONTROL, REF NO: EADP 2018-05**
- SALARY** : R281 418 per annum (Level 8).
- CENTRE** : Environmental Affairs and Development Planning, Western Cape Government

- REQUIREMENTS** : A relevant 3-year tertiary qualification with a minimum of 1 years' relevant experience in an internal control and governance environment. Recommendations: A tertiary qualification in the following fields: Internal Auditing / Public Management / Financial Management; A strong financial background specifically relating to public sector finance; Experience and knowledge of the loss control process; Strong report writing skills; Working knowledge of Risk Management process. Competencies: Knowledge of the following: Financial norms and standards (Public Financial Management Act, National Treasury Regulations, Provincial Treasury Instructions/directives; Internal Control tools and techniques; Risk Management frameworks; Communication (written and verbal) skills in at least two of the three official languages of the Western Cape.
- DUTIES** : Develop and review compliance monitoring tools; Conduct financial compliance inspections as per the approved annual inspection plan; Evaluate the effectiveness of financial prescripts; Co-ordinate the implementation of corrective measures and preventative controls with regards to CGRO, MPAT and the Key Control dashboard; Co-ordinate responses for Shared Audit Committee, Public Service Commission, Provincial Internal Control Forum and Governance Committee; Provide support with the management of fraud prevention in the department and co-ordinate awareness sessions in conjunction with PFS; Maintain the departmental integrated loss control system and database; Conduct preliminary investigations into instances of irregular, unauthorized and fruitless and wasteful expenditure
- ENQUIRIES** : Mr L Liphuko at (021) 483 8783

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.

OTHER POSTS

- POST 11/111** : **ENGINEER PRODUCTION GRADE A TO C (ELECTRICAL)**
Directorate: Infrastructure Planning
- SALARY** : Grade A: R637 875 per annum, Grade B: R 726 048 per annum, Grade C: R 830 166 per annum. (A portion of the package can be structured according to the individual's personal needs)
- CENTRE** : Head Office, Cape Town
- REQUIREMENTS** : Minimum educational qualification: An appropriate tertiary degree in Electrical Engineering (B Eng/BSC (Eng) and 3 years appropriate/recognisable post qualification engineering experience required. Registration with a professional council: Registration with the Engineering Council of South Africa (ECSA) as a Professional Electrical Engineer. Experience: Grade A: at least 0-2 years appropriate/recognisable experience in an area after registration with ECSA as professional. Grade B: at least 14 years appropriate/recognisable experience in an area after registration with ECSA as professional. Grade C: at least 26 years appropriate/recognisable experience in an area after registration with ECSA as professional. Inherent requirements of the job: Valid (Code B/EB) driver's licence. Willingness to travel within the Western Cape, and occasionally nationally. Competencies (knowledge/skills): Computer literacy (MS Office). A health sciences related post-graduate qualification will be beneficial. Experience in and understanding of the design and construction of complex buildings. Proven experience with feasibility studies in terms of life cycle costing of mechanical elements, green building technologies, technical specifications and commissioning principles for both Capital and Maintenance projects. Understand how to interpret existing and develop new Functional and Technical Norms and Standards. Knowledge of risk analysis and risk mitigation strategies. Experience in the preparation of reports, submissions

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| <u>DUTIES</u> | : | and presentations. Good verbal and written communication skills in at least two of the three official languages of the Western Cape. (key result areas/outputs): Develop, interpret and customise 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 electronic and electrical engineering installations and equipment, undertake design work and implement corrective measures, where necessary. Oversee implementation (construction) and commissioning of electrical engineering installations. Research/literature studies on new technologies, viability and feasibility. Interaction with relevant professional development councils/boards. |
| <u>ENQUIRIES</u> | : | Mr C Maud, Tel. No. (021) 483-2270 |
| <u>APPLICATIONS</u> | : | Applications are submitted online via www.westerncape.gov.za/health-jobs |
| <u>NOTE</u> | : | A job description is available on request. Candidates may be subjected to a competency test. No payment of any kind is required when applying for this post. |
| <u>CLOSING DATE</u> | : | 29 March 2018 |
| <u>POST 11/112</u> | : | <u>OPERATIONAL MANAGER NURSING (PRIMARY HEALTH CARE)</u> Eden District |
| <u>SALARY</u> | : | R499 953 (PN-B3) per annum, (Plus a non-pensionable rural allowance of 8 % of the basic salary). |
| <u>CENTRE</u> | : | Ladismith Clinic |
| <u>REQUIREMENTS</u> | : | 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. 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 SANC. Registration with a professional council: Current registration with the SANC as Professional Nurse. Experience: A minimum of 9 years appropriate/recognisable nursing experience after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognizable 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): In depth Knowledge and application of Ideal Clinic and National Core Standards. Demonstrate in-depth knowledge of nursing and public service legislation. Knowledge of Human Resource and Financial policies. Ability to effectively communicate in at least two of the three official languages of the Western Cape. Computer literacy (MS Word and Excel; Power point). |
| <u>DUTIES</u> | : | (key result areas/outputs): Operational management of facility: Management of Burden of disease renders clinical and administrative services. Management of Critical Support Services: Quality data, consumable and drug management, maintenance and infrastructure management and asset management. Adequate financial planning and control: Manage budget, procurement, assets and stock control. Human Resource Planning and Management: Performance Management, ensure that all personnel undergo training according their Individual Development and Performance Plan as well as implementing policies, prescripts and protocols. Improve quality of services and deliver a patient centered service. |
| <u>ENQUIRIES</u> | : | Ms S Labuschagne, Tel. No (028) 551-1010 |
| <u>APPLICATIONS</u> | : | To the District Manager: Eden District Office, Private Bag X6592, George, 6530. |
| <u>FOR ATTENTION</u> | : | Ms S Pienaar |
| <u>NOTE</u> | : | No payment of any kind is required when applying for this post. |
| <u>CLOSING DATE</u> | : | 06 April 2018 |
| <u>POST 11/113</u> | : | <u>OPERATIONAL MANAGER NURSING (SPECIALTY: ANTENATAL CLINIC)</u> Chief Directorate: General Specialists and Emergency Services |
| <u>SALARY</u> | : | R499 953 (PN-B3) per annum |
| <u>CENTRE</u> | : | New Somerset Hospital |

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| <u>REQUIREMENTS</u> | : | Minimum educational qualifications: Basic R425 qualification (i.e. degree/diploma 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, accreditation with the SANC in Advanced Midwifery and Neonatal Nursing Science. Registration with a professional council: Current registration with the SANC as a Professional Nurse. Experience: A minimum of 9 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to must be appropriate/recognisable experience in the specific speciality after obtaining the 1-year post-basic qualification as mentioned above. Inherent requirement of the job: Willing to work shifts, public holidays and weekends. Competencies (knowledge/skills): Excellent (verbal and written) communication skills in at least two of the three official languages of the Western Cape. Ability to function independently as well as a multi-disciplinary team and make decisions. Knowledge and insight of legislation and policies, relevant to current nursing practice within the Public Sector. |
| <u>DUTIES</u> | : | (key result areas/outputs): Responsible for the co-ordination and rendering of holistic and quality care in the Antenatal Unit. Ensure clinical nursing practise by nursing team in accordance with the scope of practice and nursing standards. Staff management and efficiently perform administration functions and participate in nursing research/development. Ensure quality patient care through the setting of standards, implementation and monitoring thereof. Provide effective support, leadership, direction and management of human resources. Manage financial resources. |
| <u>ENQUIRIES</u> | : | Ms S Basardien, Tel. No. (021) 402-6485 |
| <u>APPLICATIONS</u> | : | To the Chief Director: General Specialist and Emergency Services, Private Bag X15, Parow, 750 |
| <u>FOR ATTENTION</u> | : | Ms G Owies |
| <u>NOTE</u> | : | No payment of any kind is required when applying for this post. |
| <u>CLOSING DATE</u> | : | 29 March 2018 |
| <u>POST 11/114</u> | : | <u>OPERATIONAL MANAGER NURSING (SPECIALTY: ADVANCED MIDWIFERY AND NEONATOLOGY)</u> Chief Directorate: General Specialists and Emergency Services) |
| <u>SALARY</u> | : | R499 953 (PN-B3) per annum |
| <u>CENTRE</u> | : | Worcester Regional Hospital |
| <u>REQUIREMENTS</u> | : | 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. A post-basic nursing qualification with a duration of at least 1 year accredited with the SANC in advanced Midwifery and Neonatal Nursing Science. Registration with a professional council: Registration with the SANC as Professional Nurse. Experience: A minimum of 9 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognisable experience in the specific speciality after obtaining the one-year post-basic qualification as mentioned above. Inherent requirements of the job: Perform after-hour and weekend standby duties for the hospital. Willingness to work night shift when required. Competencies (knowledge/skills): Management skills: leadership, supervisory, problem solving, conflict resolution, interpersonal and communication skills. Human Resource and Financial Management, including computer literacy (MS Word, Excel, PowerPoint and Outlook). Clinical governance and extensive knowledge in general nursing, as well as Midwifery and Neonatology. Knowledge of relevant legislation pertaining to Labour Relations, Nursing Legislation, related legal and ethical nursing practices, relevant Public Sector Policies and Protocols. |
| <u>DUTIES</u> | : | (key result areas/outputs): Responsible for the coordination and delivery of quality nursing care within the Obstetrics and Gynaecology department. Participate in formulating, monitoring and implementation of policies, guidelines, standards, procedures and regulations within the relevant department. Manage human resources, including staff performance, people development and disciplinary processes. Manage material and financial |

resources. Provide effective support and management of functional business unit management principles. Effective management of information to enhance service delivery.

ENQUIRIES : Ms RM du Plessis, Tel. No. (023) 348-1104
APPLICATIONS : To the Chief Executive Officer: Worcester Regional Hospital, Private Bag X3058, Worcester, 6850.
FOR ATTENTION : Ms L Koopman
NOTE : Shortlisted candidates could be subjected to a competency test on the day of the interview. No payment of any kind is required when applying for this post.
CLOSING DATE : 29 March 2018

POST 11/115 : **CLINICAL NURSE PRACTITIONER GRADE 1 TO 2 (PHC)**
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 : Khayelitsha District Hospital
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 the SANC in Clinical Nursing Science: Health Assessment, Treatment and Care (R48). 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 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 specialty after obtaining the 1 year post basic qualification as mentioned above. Inherent requirement of the job: Willingness to be on standby when needed. Competencies (knowledge/skills): Ability to work in a team context. Sound interpersonal skills. Computer literacy (Word, Excel and Outlook). Good written and communication skills in at least two of the three official languages of the Western Cape.

DUTIES : (key result areas/outputs): Implement the use of revised obstetric tools that integrate MBFI, HIV care as well as PMTCT records, including antenatal ART, ART in labour and ART to infants. Clinical record-keeping, data collection and information flow of PMTCT activities. Monitor Policy implementation and quality improvement initiatives in general antenatal care, Intrapartum care and postnatal follow-up and referral. Provide health education to antenatal and postnatal mothers. Provide in-service training to staff regarding PMTCT and Policy compliance. Attend Maternal and Neonatal and Paediatric M&M. Attend relevant meetings internally and with external Service coordinators. Assessment of Postnatal Border mothers and KMC mothers as per postnatal care policy.

ENQUIRIES : Ms G Mashaba, Tel. No. (021) 360-4200
APPLICATIONS : The Chief Executive Officer: Khayelitsha District Hospital, Metro District health Services, Private Bag X6, Khayelitsha, 7783.
FOR ATTENTION : Mr A Ernstzen
NOTE : No payment of any kind is required when applying for this post.
CLOSING DATE : 29 March 2018

POST 11/116 : **PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALITY: TRAUMA AND EMERGENCY) (2 POSTS)**
Eden District

SALARY : Grade 1: R340 431 (PN-B1) per annum,
Grade 2: R418 701 (PN-B2) per annum

CENTRE : Oudtshoorn 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 a Professional Nurse. A post-basic nursing qualification with a duration of at least 1 year accredited by the SANC in Medical and Surgical Nursing Science: Critical Care Nursing:

General/Trauma and Emergency. Registration with a professional council: Registration with the SANC as Professional Nurse and proof of current registration (i.e. annual licensing receipt of 2018). 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 1-year post-basic nursing qualification with the SANC as mentioned above. Inherent requirement of the job: Willingness to work shifts and after-hours (weekends, public holidays and night duty). Competencies (knowledge/skills): Good written and verbal communication skills in at least two of the three official languages of the Western Cape. Knowledge of policies and legislation regarding Trauma/Emergency/Critical Care Services and the ability to implement them. Leadership and sound interpersonal skills. Computer literacy (Ms Word, Ms Outlook and Excel).

DUTIES : (key result areas/outputs): Provide and supervise holistic Institutional nursing care regarding the identification of nursing care needs, the planning and implementation of nursing care plans. Direct and educate members of the multi-disciplinary team regarding nursing programs and regulate/co-ordinate the execution of the program in conjunction with the unit manager. Ensure overall quality of the nursing care is facilitated cost effectively, efficiently and equitable whilst at the same time ensuring compliance to the requirements of professional and ethical practices. Maintain professional growth/ethical standards and self-development, compliance to professional, legal and ethical regulations governing nursing practice.

ENQUIRIES : Ms H Human, Tel.No. (044) 203-7203
APPLICATIONS : To the Eden District Office, Private Bag X 6592, George, 6530.
FOR ATTENTION : Ms S Pienaar
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)

CLOSING DATE : 06 April 2018

POST 11/117 : **PROFESSIONAL NURSE: GENERAL (WELLNESS)**
Overberg District

SALARY : Grade 1: R226 083 (PN-A2) per annum,
Grade 2: R278 052 (PN-A3) per annum,
Grade 3: R340 431 (PN-A4) per annum (Plus a non-pensionable rural allowance is payable at certain areas).

CENTRE : Villiersdorp Community Clinic
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 a Professional Nurse. Registration with a professional council: Registration with the SANC as Professional Nurse. Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. **Grade 3:** A minimum of 20 years appropriate/recognised experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Inherent requirements of the job: Willingness to work after hours and travel if necessary to meet operational requirements. Valid driver's licence (Code B/EB). Competencies (knowledge/skills): Interpersonal, problem solving, planning and organisational skills. Knowledge of relevant legislation, policies and manuals.

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| <u>DUTIES</u> | : | Ability to communicate in at least two of the three official languages of the Western Cape (written and verbal). Computer literate in Microsoft Word & Excel. Effective and comprehensive report writing. (key result areas/outputs): Render a quality integrated comprehensive service within a geographic area. Firm relationships established amongst the different service platforms within health, provincial departments and local civil society structures. Co-ordinate wellness activities for men, women, adolescents, children and with the focus on the 1st 1000 Day initiative. Co-ordinate wellness activities with focus on Western Cape on Wellness (WOW) to support all chronic conditions. Community liaison and empowering which address burden of disease (self-management). Support, monitoring and evaluation of health data. |
| <u>ENQUIRIES</u> | : | Ms P Robertson, Tel. No. (028) 214 5804 |
| <u>APPLICATIONS</u> | : | The manager: Overberg District Office, Private Bag X 07, Caledon, 7230. |
| <u>FOR ATTENTION</u> | : | Ms A Brits |
| <u>NOTE</u> | : | 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)" |
| <u>CLOSING DATE</u> | : | 29 March 2018 |
| <u>POST 11/118</u> | : | <u>PROFESSIONAL NURSE (GENERAL: NURSING) (WELLNESS PROGRAM) (3 POSTS)</u> (West Coast District) |
| <u>SALARY</u> | : | Grade 1: R 226 083 (PN-A2) per annum, Grade 2: R 278 052 (PN-A3) per annum, Grade 3: R 340 431 (PN-A4) per annum |
| <u>CENTRE</u> | : | Matzikama: Vredendal North (1 post) Cederberg: Citrusdal (1 post) Saldanha Bay: Laingville (1 post) |
| <u>REQUIREMENTS</u> | : | 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 (Annual Practising Receipt). Experience: Grade: 1 None after registration as a Professional Nurse with the SANC in General Nursing. Grade: 2 A minimum of 10 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Grade 3: A minimum of 20 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 after hours, travel and meet the operational requirements. Valid (Code B/EB) driver's licence. Competencies (knowledge/skills): Excellent communication skills with community and other stakeholders' engagement and facilitation skills, as well as ability to work in a team across service platforms. Knowledge of relevant legislation, policies, including Health Care 2030, Sustainable Development Goals, 1 st 1000 days. Excellent planning and organisational skills in Community Health Care, programs and services. Computer literate in Microsoft Office Programs. Ability to communicate in at least two of the three official languages of the Western Cape. |
| <u>DUTIES</u> | : | Key result areas/outputs: External interface management by planning, coordination and implementation of wellness initiatives and interventions with support from internal stakeholders to implement community orientated primary care. Inter-sectoral interface management with strong organisational linkages and partnerships with outside stakeholders, sectors, departments, NGOs and community structures. Lead and coordinate scheduled wellness activities for men, women, adolescents, and youth with a focus on the 1 st 1000 Days initiative towards building healthy communities. Co-ordinate wellness activities in the specific communities with a focus on Western Cape on Wellness (WoW!) |

to support an integrated approach in managing chronic conditions e.g. Diabetes, hypertension, TB, HIV, mental health. Coordinate and support the collection, collation, interpreting of health data for reporting, monitoring and evaluation purposes.

ENQUIRIES : Ms A Campbell, Tel. No. (022) 487-9301
APPLICATIONS : The Director: West Coast District Office, Private Bag X15, Malmesbury, 7299.
FOR ATTENTION : Mr E Sass
NOTE : No payment of any kind is required when applying for this post. Shortlisted candidates will be required to do a competency test. "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)"

CLOSING DATE : 29 March 2018

POST 11/119 : **INDUSTRIAL TECHNICIAN PRODUCTION**
Directorate: Health Technology

SALARY : R226 611 per annum
CENTRE : Clinical Engineering, Goodwood Imaging Unit
REQUIREMENTS : Minimum educational qualifications: National Diploma for Technicians (T, S or N stream) – Electronics and/Electrical –light current, mechatronics or mechanical or Bio-medical or registration with the Engineering Council of South Africa (ECSA) as a Professional Engineering Technician. Experience: Appropriate experience in repair and maintenance to imaging systems and related medical equipment or demonstrate an aptitude for this type of work. Inherent requirements of the job: Valid (Code B/EB) drivers licence and competent to drive. Willing to work overtime, stay away and travel throughout the Western Cape Province. Competencies (knowledge/skills): Ability to fault find and repair down to component level. Practical hands-on work with the repair of imaging equipment. Experience in the field of computer networking. Computer literate. Good written and verbal communication.

DUTIES : (key result areas/outputs): Complete task within time limits. Liaise with clients with regard to information and work progress. Ensure compliance with Occupational Health and Safety Act. Ensure continuity of service by assisting other Units, prioritising work and consideration of operational requirements and assist with training of staff and operators. Request parts and service via LOGIS system. Maintaining of maintenance Management system and internal records. Write reports and assist with specifications. Carry out maintenance, repairs and installation of Imaging and related medical equipment. Visit institutions to maintain service routes and preventative maintenance schedules.

ENQUIRIES : Mr G Lee or Mr H Oosthuizen, Tel. No. (021) 591-7126
APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs
NOTE : No payment of any kind will be required when applying for this post.
CLOSING DATE : 29 March 2018

POST 11/120 : **INDUSTRIAL TECHNICIAN PRODUCTION**
Directorate: Engineering and Technical

SALARY : R226 611 per annum
CENTRE : Clinical Engineering, Goodwood Dental Unit
REQUIREMENTS : Minimum educational qualifications: National Diploma for Technicians (T, S or N stream) – Electronics, Mechanical, Mechatronics or registration with the Engineering Council of South Africa (ECSA) as a professional Engineering Technician. Experience: Appropriate experience in repair, maintenance and installation of dental and related medical equipment. Inherent requirements of the job: Valid (Code B/EB) drivers licence and competent to drive. Willing to work overtime, stay away and travel throughout the Western Cape Province. Competencies (knowledge/skills): Excellent ability to fault find and repair down

to component level. Competent with hands-on practical work. Computer literate. Good written and verbal communication.

DUTIES : (key result areas/outputs): Complete task within time limits. Liaise with clients with regard to information and work progress. Ensure compliance with Occupational Health and Safety Act. Ensure continuity of service by assisting other Units, prioritising work and consideration of operational requirements and assist with training of staff and operators. Request parts and service via LOGIS system. Maintaining of Maintenance Management System and internal records. Write reports and assist with specifications. Carry out maintenance, repairs and installation of dental and related medical equipment. Visit institutions to maintain service routes and preventative maintenance schedules.

ENQUIRIES : Mr G Lee or Mr A Moelich, Tel. No. (021) 591-7126

APPLICATIONS : Applications are submitted online via www.westerncape.gov.za/health-jobs

NOTE : No payment of any kind will be required when applying for this post.

CLOSING DATE : 29 March 2018

POST 11/121 : **ARTISAN PRODUCTION GRADE A TO C (ELECTRICAL) (12 MONTHS CONTRACT)**
Cape Winelands Health District

SALARY : Grade A: R167 778 per annum plus 37% in lieu of service benefits.
Grade B: R197 631 per annum plus 37% in lieu of service benefits.
Grade C: R230 721 per annum plus 37% in lieu of service benefits.

CENTRE : Drakenstein Sub-district Office, Paarl

REQUIREMENTS : Minimum educational qualification: Appropriate Trade Test Certificate. Experience: Grade A: No experience required. Grade B: At least 18 years appropriate/recognisable experience in the area after obtaining the relevant Trade Test Certificate. Grade C: At least 34 years appropriate/recognisable experience in the area after obtaining the relevant Trade Test Certificate. Inherent requirements of the job: Valid (Code E/EB) driver's licence and willingness to travel long distances. Physically fit to perform duties. Willingness to work irregular hours (i.e. day, night, overtime, after hours, stand-by duties and weekends), and attend to emergencies when required. Competencies (knowledge/skills): Ability to communicate in at least two of the three official languages of the Western Cape. Conversant with the requirements of the Machinery and Occupational Health and Safety Act (Act 85). Ability to conduct fault-finding exercises and do/service repairs down to component level and competent with hands-on practical work experience. Ability to write and draw specifications (i.e. to describe the quality of jobs to be done and services to be rendered, in writing, and per drawings) and appropriate computer literacy in Ms Word and Excel, Email and internet use.

DUTIES : (key result areas/outputs): Day to day planning and management of job cards for the workshop including: workload management, tracking and logging of jobs (in a register), planning and procurement of materials and equipment and quality control of completed works. Responsible for the maintenance of health facilities and clinics, that falls under the management and control of Drakenstein Sub-district office. Carry out technical investigations, provide technical support to clients, write specifications or work plans and repair, service and maintain equipment, plant and buildings in accordance with the relevant standards. Provide input to the operational plan of the workshop, assist with the administration of work including reporting and assist personnel with completion of administrative documents. Liaise with the relevant Hospital Workshop and also the directorate Hospital Maintenance and Engineering Services, as well as Technical and Engineering Workshop, and assist with the execution of projects by the aforementioned workshops. Assist with mechanical, electrical and carpentry requirements (jobs, tasks, faults) as required and, assist with the compilation of minor specifications and project management of outsourced contracts/jobs.

ENQUIRIES : Ms A Cupido-Jacobs, tel. no. (021) 8776-400

APPLICATIONS : The Primary Health Care Manager: Drakenstein Sub District, Private Bag X3043, Paarl, 7620.

FOR ATTENTION : Ms A Hall

NOTE : No payment of any kind is required when applying for this post.

CLOSING DATE : 29 March 2018

HUMAN SETTLEMENTS

- APPLICATIONS** : Only applications submitted online will be accepted. To apply submit your application online only: www.westerncape.gov.za/jobs
- CLOSING DATE** : 03 April 2018
- NOTE** : Only applications submitted online will be accepted. 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. 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.

OTHER POST

- POST 11/122** : **CHIEF WORKS INSPECTOR (ELECTRICAL): PROFESSIONAL AND PROJECT MANAGEMENT SERVICES (24 MONTH CONTRACT POSITION), REF NO: HS 2018-12**

- SALARY** : R281 418 per annum (Level 8), plus 37% in lieu of service benefits
- CENTRE** : Human Settlements, Western Cape Government
- REQUIREMENTS** : 3-year National Diploma (T/N/S streams) or equivalent qualification; or N 3 and a passed trade test in the electrical environment; or Registration as an Engineering Technician; A minimum of 3 years' relevant experience; A valid driver's licence. Recommendations: Willing to travel for work as required, to work irregular hours as well as on weekends. Competencies: Knowledge of the following: Electrical field within the built environment; Occupational Health and Safety Act; Compilation of specifications and tender regulations; Interpretation of plans, drawings, bill of quantities; Contract management and Project Management; Communication (written and verbal) skills in at least two of the three official languages of the Western Cape; Proven computer literacy; Ability to draft complex submissions / memorandums.

- DUTIES** : Conduct regular site inspections on all departmental housing projects as well as rental assets with respect to electrical compliance; Preparation of tender documents and technical specifications where needed on departmental projects; Adjudication of tenders; Peruse electrical plans for BNG housing; Compile technical report for electrical reticulation of BNG houses; Conduct inspections on housing projects in other directorates within Human Settlements when needed; Ensure compliance with norms and standards and adherence to the OHS Act of all departmental housing projects.

- ENQUIRIES** : Mr NA Speelman at (021) 483 8405

LOCAL GOVERNMENT

- CLOSING DATE** : 03 April 2018
- NOTE** : Only applications submitted online will be accepted. 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. 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.

OTHER POSTS

- POST 11/123** : **DEPUTY DIRECTOR: DISTRICT AND LOCAL PERFORMANCE MONITORING, REF NO: LG 2018-16**

- SALARY** : All-inclusive salary package of R657 558 per annum (Level 11)
- CENTRE** : Local Government, Western Cape Government
- REQUIREMENTS** : A relevant 3-year tertiary qualification with 3 year's relevant experience in Management. Recommendations: None Competencies: Knowledge in the following: Sound Knowledge of the local government sector; Knowledge of legislation and policy frameworks applicable to the local government;

- Knowledge of monitoring, evaluation and reporting procedures; Knowledge of database development and maintenance; Knowledge of Financial Management.
- DUTIES** : Develop and maintain a comprehensive municipal monitoring tool: Ensure the development of early warning indicators for municipal performance; Collect, collate and evaluate municipal data & information relating to municipal performance; Ensure effective completion of questionnaire of all municipalities in the Western Cape; Ensure the development of a database and disseminate of information to relevant stakeholders: Ensure close cooperation and coordination with the sub-directorate information management; Ensure the alignment of municipal performance measurements with national and provincial monitoring frameworks: Peruse national and provincial monitoring frameworks to determine what should be included in municipal performance measurements; Execute follow up research arising from municipal performance reports: Ensure the research of these aspects; Prepare recommendations for municipal support and interventions; Management of human resource and performance in the sub-directorate
- ENQUIRIES APPLICATIONS** : Ms E Barnard at (021) 483 4039
: Only applications submitted online will be accepted. To apply submit your application online only: www.westerncape.gov.za/jobs
- POST 11/124** : **DEPUTY DIRECTOR: INSTITUTIONAL SUPPORT - LEGISLATION SUPPORT, REF NO: LG 2018-17**
- SALARY CENTRE REQUIREMENTS** : All-inclusive salary package of R657 558 per annum (Level 11)
: Local Government, Western Cape Government
: A relevant 3-year tertiary qualification in Public Administration/ Public Law with a minimum of 3 years' management experience; A valid driver's licence. Recommendations: A qualification in law or admission as an attorney. Competencies: Knowledge of the following: Local government legislation, in particular the Municipal Structures Act, 117 of 1998, the Municipal Systems Act, 32 of 2000 and the Regulations on Appointment and Conditions of Employment of Senior Managers, GNR 21, GG 37245 dated 17 January 2014 but not limited hereto; Finance; Local Government legislation; Conflict Management skills; Communication (written and verbal) skills in at least two of the three official languages of the Western Cape; Proven computer literacy; Management skills.
- DUTIES** : Responsible for maintaining institutional functionality of municipalities, this will entail amendment of the Establishment Notices of Municipalities, preparation of legal documents for local government elections relating to applicable legislative provisions, publication of By-Elections, assessing the appointment of Senior Managers in terms of the Municipal Systems Act and the Regulations on the Appointment and Conditions of Employment of Senior Managers, GNR21, GG 37245 dated 17 January 2014 (Regulations), advising on functions, roles and responsibilities of senior managers and political office bearers as prescribed; Ensure to facilitate training to municipal officials on local government legislation including but not limited to the Municipal Structures Act, Municipal Systems Act, Regulations and the Upper Limits Notices published annually by the National Minister prescribing the remuneration for senior managers; Advise on legislation; Administer legal resource center; Coordinate litigation in the department; Human Resource Management; Responsible for Financial Management.
- ENQUIRIES APPLICATIONS** : Mr K Makan at (021) 483 4365
: Only applications submitted online will be accepted. To apply submit your application online only: www.westerncape.gov.za/jobs

DEPARTMENT OF THE PREMIER

- CLOSING DATE** : 03 April 2018
NOTE : Only applications submitted online will be accepted. 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. 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.

OTHER POSTS

POST 11/125 : **E-GOVERNMENT TEAM LEADER: E-GOVERNMENT FOR CITIZENS, REF NO. DOTP 2018-14**

SALARY CENTRE REQUIREMENTS : All-inclusive salary package of R657 558 per annum (Level 11)
: Department of the Premier, Western Cape Government

: A relevant 3-year tertiary qualification with a minimum of 6 years' management experience in a relevant environment. Recommendations: None. Competencies: Knowledge of the following: e-Government Digital government; Digital communications; Project Management skills; Planning and organising skills; Change management skills; Communication (written and verbal) skills in at least two of the three official languages of the Western Cape

DUTIES : Ensure demand planning and project briefing and implementation processes managed with various departments; Ensure that approved project briefs and project plans are scheduled, resourced and communicated; Advise clients and internal managers on best digital government and digital communications practice; Develop and implement relevant digital government strategies, plans and processes; Ensure necessary vendor contracts are in place and maintained for optimal value; Arrange steer delivery teams; Regular value added reporting to clients and suppliers.

ENQUIRIES APPLICATIONS : Mr C Wakeford at (021) 483 3528
: Only applications submitted online will be accepted. To apply submit your application online only: www.westerncape.gov.za/jobs

POST 11/126 : **ICT TEAM LEADER: E-GOVERNMENT FOR CITIZENS (12 MONTH CONTRACT POSITION), REF NO: DOTP 2018-15**

SALARY CENTRE REQUIREMENTS : All-inclusive salary package of R657 558 per annum (Level 11).
: Department of the Premier, Western Cape Government

: A relevant 3-year tertiary qualification in Computer Science, Computer Systems, Software Development, Web Development or similar aligned qualification with a minimum of 5 years' experience in ICT planning and development of which 3 years must be management experience. Recommendations: A minimum of 5 years' experience in planning and developing websites, web applications and/or mobile applications; A minimum of 3 years' experience in planning and developing websites, web applications and/or mobile applications using Drupal; Familiarity with the E-Government environment. Competencies: Knowledge of the following: Open source and proprietary content management and web portal software; Large scale web project development; Software development models, specifically regarding Object Orientated programming; Project management best practices and theory specifically Agile procedures; Accessibility and user experience concepts; e-Government environment; Participation in Open Source communities of practice; Analytical and problem solving skills; Sound planning and organising skills.

DUTIES : Maintain, extend and support Content Management and hosting platforms for e-Government channels; Coordinate e-Government front-office development and support teams and projects; Plan, develop and maintain web and mobile applications including research, systems analysis, module development, integration, theming, testing and debugging; Develop and implement standard operating procedures and technical standards aligned to e-Government policies and procedures.

ENQUIRIES APPLICATIONS : Mr J Du Bois at (021) 483 9640
: Only applications submitted online will be accepted. To apply submit your application online only: www.westerncape.gov.za/jobs

POST 11/127 : **CALL CENTRE MANAGER: PEOPLE MANAGEMENT, REF NO: DOTP 2018-19**

SALARY CENTRE : R334 545 per annum (Level 9).
: Department of the Premier, Western Cape Government

REQUIREMENTS : 3-year National Diploma in Human Resources or Public Management with a minimum of 3 years' relevant HR experience in a management environment; Valid Code B drivers licence. Recommendations: B-Degree qualification; Extensive experience in a HR and client services environment. Competencies: Deciding and Initiating Action; Planning and Organising; Applying Expertise and Technology; Delivering Results and Meeting Client Expectations; Relating and Networking; Persuading and influencing; Presenting and communicating information; Data Analyses; Writing and reporting; Personal attributes: Outstanding communication and interpersonal skills; Excellent organizational and leadership skills with a problem-solving ability.

DUTIES : Manage the HR Contact Centre enquiries at the Call Centre and Walk-In Centre; Management and quality assurance of the HR Call Centre systems and processes; Management of Contact Centre Analytics for business improvement; Determine HR Trends and submit reports to senior management using Contact Centre Data; Responsible for providing HR Call Centre inputs into the operational and business plans of the Unit; Stakeholder engagement; Performance management of the HR Call Centre staff; Conduct effective resource planning to maximize the productivity of resources (people, and technology); Evaluate the Contact Centre's performance in key metrics such as accuracy, contact - waiting time, quality assurance, etc.; Provide for the continuous coaching and mentoring of Contact Centre Agents to ensure high quality responses to client enquiries.

ENQUIRIES : Ms Helen Ward at (021) 483 5640
APPLICATIONS : Only applications submitted online will be accepted. To apply submit your application online only: www.westerncape.gov.za/jobs

POST 11/128 : **ASSISTANT DIRECTOR: COPYWRITER - CREATIVE DESIGN, REF NO: DOTP 2018-25**

SALARY : R334 545 per annum (Level 9)
CENTRE : Department of the Premier, Western Cape Government
REQUIREMENTS : A relevant 3-year Tertiary qualification in journalism / media / communication with a minimum of 3 years' experience in copywriting or journalism; A valid code B driver's licence. Recommendations: A minimum of 1-year supervisory experience; Magazine experience; InDesign knowledge and experience; Digital/writing for the web experience. Competencies: Writing for various media; Communication (written and verbal) skills in at least two of the three official languages of the Western Cape; Editing and proofreading skills; excellent interview and research skills.

DUTIES : Render a creative copy-writing service to the Western Cape Government; Research, conduct interviews and source information in order to generate articles and written communication for the Western Cape Government; Provide an oversight role to creative writing work produced outside of Corporate Communication; Provide a creative editing service to the Western Cape Government; Work together with the design and photographic units to create high quality content.

ENQUIRIES : Mr S Du Plessis at (021) 483 3139
APPLICATIONS : Only applications submitted online will be accepted. To apply submit your application online only: www.westerncape.gov.za/jobs

PROVINCIAL TREASURY

CLOSING DATE : 03 April 2018
NOTE : Only applications submitted online will be accepted. 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. 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.

OTHER POST

POST 11/129 : **ASSISTANT DIRECTOR: DATA AND INFORMATION MANAGEMENT, REF NO: PT 2018-08**

SALARY : R334 545 per annum (Level 9)
CENTRE : Provincial Treasury, Western Cape Government
REQUIREMENTS : Relevant 3-year tertiary qualification in the fields of Commerce, Financial Management, Statistics, Knowledge Management or Informatics/ Information Systems/ Information and Communication Technology (ICT) with a minimum of 3 years' relevant experience in Information Management; A valid Code B driver's licence. Recommendations: Experience in the following: Database Management and Administration; VBA (Visual basic for Applications); ICT infrastructure, architecture and frameworks; Project Management; Planning and organising. Competencies: Knowledge of the following: Database Management and administration; Provincial and municipality budget and financial processes; Communication (verbal and written) skills in at least two of the three official languages of the Western Cape; Proven computer literacy (MS Word, Microsoft Excel, PowerPoint and Microsoft Outlook); Strong interpersonal, collaborative and report writing skills; Outstanding planning, organising and people skills.

DUTIES : Provide a data support function for internal and external stakeholders with the view to budget preparation and support, including to ensure that comprehensive, high quality and up to date information is available; Design, develop, maintain and monitor budget and performance database for departmental and municipal budgets to facilitate the compilation of periodic and ad-hoc data sets and aggregate reports on the state of provincial finances; Create and co-ordinate management reports in response to business user needs; Build capacity among users to utilise database, data models and data repositories; Assist with the implementation of Corporate Governance of ICT Policy Framework.

ENQUIRIES : Mr I Batchelor at (021) 483 5703
APPLICATIONS : Only applications submitted online will be accepted. To apply submit your application online only: www.westerncape.gov.za/jobs

SOCIAL DEVELOPMENT

CLOSING DATE : 03 April 2018
NOTE : Only applications submitted online will be accepted. 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. 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.

OTHER POSTS

POST 11/130 : **SOCIAL WORKER: SOCIAL WORK SERVICES, FISH HOEK, REF NO: DSD 2018-30**

SALARY : **Grade 1:** R226 686 – R262 785 per annum,
Grade 2: R278 784 – R323 178 per annum,
Grade 3: R341 322 – R395 685,
Grade 4: R419 784 – R516 279 per annum (OSD as prescribed).

CENTRE : Social Development, Western Cape Government
REQUIREMENTS : A formal tertiary qualification in Social Work (Bachelor of Social Work); Compulsory registration with the South African Council for Social Service Professions as Social Worker. **Grade 1:** No experience; **Grade 2:** A minimum of 10 years' appropriate experience in Social Work after registration as a Social Worker with the South African Council for Social Service Professions; **Grade 3:** A minimum of 20 years' appropriate experience in Social Work after registration as a Social Worker with the South African Council for Social Service Professions; **Grade 4:** A minimum of 30 years' appropriate experience in Social Work after registration as a Social Worker with the South African

Council for Social Service Professions. Recommendations: Masters degree approved by the SACSSP with a minimum of 2 years appropriate and evidence based experience; or Post graduate diploma of certificate approved by the SACSSP with at least 3 years appropriate and evidence based practical experience within the scope of probation services; or A minimum of 5 years appropriate and evidence based practical experience within the scope of probation services provided that the expertise in probation services can be demonstrated in meeting the assessment criteria of the SACSSP to determine whether the social worker applicant has the competence of practicing probation services; A valid driver's licence. Competencies: Knowledge of the following: Child Justice Act and Probation Services; Relevant legislation, policies and prescripts; Social dynamics, work values and principles; Human behaviour and social systems; Developing others; Good communication (verbal and written) skills in at least two of the official languages of the Western Cape; Report writing skills; Must be able to exchange information in a clear and concise manner with clients and supervisors; Self-management and motivation; Good planning and organising skills.

DUTIES : Render probation services through the caring, support, protection and development of vulnerable individuals, groups, families and communities through the relevant programmes; Attend to any other matters that could result in, or stem from, social instability in any form; Conduct assessments to identify conditions in individuals, groups, families and committees that justify relevant interventions; Identify and make recommendations on the appropriate interventions required to address the identified conditions; Develop, determine and plan programmes to render the recommended interventions efficiently, effectively and economically; Implement the recommended interventions by providing continuous support, counselling, guidance and advice to the affected individuals, groups, families and communities; Produce and maintain records of social work interventions, processes and outcomes; Study, interpret and apply the social services legal and policy framework continuously; Perform all the administrative functions required of the job.

ENQUIRIES : Ms M Swart at (021) 763 6200
APPLICATIONS : Only applications submitted online will be accepted. To apply submit your application online only: www.westerncape.gov.za/jobs

POST 11/131 : **SOCIAL WORKER: SOCIAL WORK SERVICES, ATHLONE, REF NO: DSD 2018-31**

SALARY : **Grade 1:** R226 686 – R262 785 per annum,
Grade 2: R278 784 – R323 178 per annum,
Grade 3: R341 322 – R395 685,
Grade 4: R419 784 – R516 279 per annum (OSD as prescribed).

CENTRE : Social Development, Western Cape Government
REQUIREMENTS : A formal tertiary qualification in Social Work (Bachelor of Social Work); Compulsory registration with the South African Council for Social Service Professions as Social Worker. **Grade 1:** No experience; **Grade 2:** A minimum of 10 years' appropriate experience in Social Work after registration as a Social Worker with the South African Council for Social Service Professions; **Grade 3:** A minimum of 20 years' appropriate experience in Social Work after registration as a Social Worker with the South African Council for Social Service Professions; **Grade 4:** A minimum of 30 years' appropriate experience in Social Work after registration as a Social Worker with the South African Council for Social Service Professions. Recommendations: Masters degree approved by the SACSSP with a minimum of 2 years appropriate and evidence based experience; or Post graduate diploma of certificate approved by the SACSSP with at least 3 years appropriate and evidence based practical experience within the scope of probation services; or A minimum of 5 years appropriate and evidence based practical experience within the scope of probation services provided that the expertise in probation services can be demonstrated in meeting the assessment criteria of the SACSSP to determine whether the social worker applicant has the competence of practicing probation services; A valid driver's licence. Competencies: Knowledge of the following: Child Justice Act and Probation Services; Relevant legislation, policies and prescripts; Social dynamics, work values and principles; Human behaviour and social systems; Developing others; Good communication

- (verbal and written) skills in at least two of the official languages of the Western Cape; Report writing skills; Must be able to exchange information in a clear and concise manner with clients and supervisors; Self-management and motivation; Good planning and organising skills.
- DUTIES** : Render probation services through the caring, support, protection and development of vulnerable individuals, groups, families and communities through the relevant programmes; Attend to any other matters that could result in, or stem from, social instability in any form; Conduct assessments to identify conditions in individuals, groups, families and committees that justify relevant interventions; Identify and make recommendations on the appropriate interventions required to address the identified conditions; Develop, determine and plan programmes to render the recommended interventions efficiently, effectively and economically; Implement the recommended interventions by providing continuous support, counselling, guidance and advice to the affected individuals, groups, families and communities; Produce and maintain records of social work interventions, processes and outcomes; Study, interpret and apply the social services legal and policy framework continuously; Perform all the administrative functions required of the job.
- ENQUIRIES APPLICATIONS** : Ms M Swart at (021) 763 6200
: Only applications submitted online will be accepted. To apply submit your application online only: www.westerncape.gov.za/jobs
- POST 11/132** : **SOCIAL WORKER: SOCIAL WORK SERVICES, DELFT, REF NO: DSD 2018-32**
- SALARY** : Grade 1: R226 686 – R262 785 per annum,
Grade 2: R278 784 – R323 178 per annum,
Grade 3: R341 322 – R395 685,
Grade 4: R419 784 – R516 279 per annum (OSD as prescribed).
- CENTRE REQUIREMENTS** : Social Development, Western Cape Government
: A formal tertiary qualification in Social Work (Bachelor of Social Work); Compulsory registration with the South African Council for Social Service Professions as Social Worker. **Grade 1:** No experience; **Grade 2:** A minimum of 10 years' appropriate experience in Social Work after registration as a Social Worker with the South African Council for Social Service Professions; **Grade 3:** A minimum of 20 years' appropriate experience in Social Work after registration as a Social Worker with the South African Council for Social Service Professions; **Grade 4:** A minimum of 30 years' appropriate experience in Social Work after registration as a Social Worker with the South African Council for Social Service Professions. Recommendations: A valid driver's licence. Competencies: Knowledge of the relevant legislation, policies and prescripts; Good communication (verbal and written) skills in at least two of the official languages of the Western Cape; Report writing skills; Sound Interpersonal relations; Customer Service Orientation/ Diversity Citizenship skills; Self-management and motivation skills.
- DUTIES** : Render a social work service with regard to the care, support, protection and development of vulnerable individuals, groups, families and communities through the relevant programmes; Attend to any other matters that could result in, or stem from, social instability in any form; Conduct assessments to identify conditions in individuals, groups, families and committees that justify relevant interventions; Identify and make recommendations on the appropriate interventions required to address the identified conditions; Develop, determine and plan programmes to render the recommended interventions efficiently, effectively and economically; Monitor and evaluate the effectiveness of the recommended interventions, report on progress and identify further/amended interventions to address the identified conditions; Implement the recommended interventions by providing continuous support, counselling, guidance and advice to the affected individuals, groups, families and communities; Produce and maintain records of social work interventions, processes and outcomes; Study, interpret and apply the social services legal and policy framework continuously; Perform all the administrative functions required of the job.
- ENQUIRIES APPLICATIONS** : Mr C Engel at (021) 483 7675
: Only applications submitted online will be accepted. To apply submit your application online only: www.westerncape.gov.za/jobs

POST 11/133 : **SOCIAL WORKER: SOCIAL WORK SERVICES, ATLANTIS, REF NO: DSD 2018-33**

SALARY : Grade 1: R226 686 – R262 785 per annum,
Grade 2: R278 784 – R323 178 per annum,
Grade 3: R341 322 – R395 685,
Grade 4: R419 784 – R 516 279 per annum (OSD as prescribed).

CENTRE REQUIREMENTS : Social Development, Western Cape Government
: A formal tertiary qualification in Social Work (Bachelor of Social Work); Compulsory registration with the South African Council for Social Service Professions as Social Worker. **Grade 1:** No experience; **Grade 2:** A minimum of 10 years' appropriate experience in Social Work after registration as a Social Worker with the South African Council for Social Service Professions; **Grade 3:** A minimum of 20 years' appropriate experience in Social Work after registration as a Social Worker with the South African Council for Social Service Professions; **Grade 4:** A minimum of 30 years' appropriate experience in Social Work after registration as a Social Worker with the South African Council for Social Service Professions. Recommendations: A valid driver's licence. Competencies: Knowledge of the relevant legislation, policies and prescripts; Good communication (verbal and written) skills in at least two of the official languages of the Western Cape; Report writing skills; Sound Interpersonal relations; Customer Service Orientation/ Diversity Citizenship skills; Self-management and motivation skills.

DUTIES : Render a social work service with regard to the care, support, protection and development of vulnerable individuals, groups, families and communities through the relevant programmes; Attend to any other matters that could result in, or stem from, social instability in any form; Conduct assessments to identify conditions in individuals, groups, families and committees that justify relevant interventions; Identify and make recommendations on the appropriate interventions required to address the identified conditions; Develop, determine and plan programmes to render the recommended interventions efficiently, effectively and economically; Monitor and evaluate the effectiveness of the recommended interventions, report on progress and identify further/amended interventions to address the identified conditions; Implement the recommended interventions by providing continuous support, counselling, guidance and advice to the affected individuals, groups, families and communities; Produce and maintain records of social work interventions, processes and outcomes; Study, interpret and apply the social services legal and policy framework continuously; Perform all the administrative functions required of the job.

ENQUIRIES : Mr C Engel at (021) 483 7675

APPLICATIONS : Only applications submitted online will be accepted. To apply submit your application online only: www.westerncape.gov.za/jobs

POST 11/134 : **SOCIAL WORKER: SOCIAL WORK SERVICES, MILNERTON, REF NO: DSD 2018-34**

SALARY : Grade1: R 226 686 – R262 785 per annum,
Grade2: R 278 784 – R323 178 per annum,
Grade3: R 341 322 – R395 685,
Grade4: R 419 784 – R 516 279 per annum (OSD as prescribed).

CENTRE REQUIREMENTS : Social Development, Western Cape Government
: A formal tertiary qualification in Social Work (Bachelor of Social Work); Compulsory registration with the South African Council for Social Service Professions as Social Worker. **Grade 1:** No experience; **Grade 2:** A minimum of 10 years' appropriate experience in Social Work after registration as a Social Worker with the South African Council for Social Service Professions; **Grade 3:** A minimum of 20 years' appropriate experience in Social Work after registration as a Social Worker with the South African Council for Social Service Professions; **Grade 4:** A minimum of 30 years' appropriate experience in Social Work after registration as a Social Worker with the South African Council for Social Service Professions. Recommendations: A valid driver's licence. Competencies: Knowledge of the relevant legislation, policies and prescripts; Good communication (verbal and written) skills in at least two of

- the official languages of the Western Cape; Report writing skills; Sound Interpersonal relations; Customer Service Orientation/ Diversity Citizenship skills; Self-management and motivation skills.
- DUTIES** : Render a social work service with regard to the care, support, protection and development of vulnerable individuals, groups, families and communities through the relevant programmes; Attend to any other matters that could result in, or stem from, social instability in any form; Conduct assessments to identify conditions in individuals, groups, families and committees that justify relevant interventions; Identify and make recommendations on the appropriate interventions required to address the identified conditions; Develop, determine and plan programmes to render the recommended interventions efficiently, effectively and economically; Monitor and evaluate the effectiveness of the recommended interventions, report on progress and identify further/amended interventions to address the identified conditions; Implement the recommended interventions by providing continuous support, counselling, guidance and advice to the affected individuals, groups, families and communities; Produce and maintain records of social work interventions, processes and outcomes; Study, interpret and apply the social services legal and policy framework continuously; Perform all the administrative functions required of the job.
- ENQUIRIES APPLICATIONS** : Mr E October at (021) 555 2669
: Only applications submitted online will be accepted. To apply submit your application online only: www.westerncape.gov.za/jobs
- POST 11/135** : **SOCIAL WORKER: SOCIAL WORK SERVICES, LANGA, REF NO: DSD 2018-35**
- SALARY** : Grade 1: R226 686 – R262 785 per annum,
Grade 2: R278 784 – R323 178 per annum,
Grade 3: R341 322 – R395 685,
Grade 4: R419 784 – R516 279 per annum (OSD as prescribed).
- CENTRE REQUIREMENTS** : Social Development, Western Cape Government
: A formal tertiary qualification in Social Work (Bachelor of Social Work); Compulsory registration with the South African Council for Social Service Professions as Social Worker. **Grade 1:** No experience; **Grade 2:** A minimum of 10 years' appropriate experience in Social Work after registration as a Social Worker with the South African Council for Social Service Professions; **Grade 3:** A minimum of 20 years' appropriate experience in Social Work after registration as a Social Worker with the South African Council for Social Service Professions; **Grade 4:** A minimum of 30 years' appropriate experience in Social Work after registration as a Social Worker with the South African Council for Social Service Professions. Recommendations: A valid driver's licence. Competencies: Knowledge of the relevant legislation, policies and prescripts; Good communication (verbal and written) skills in at least two of the official languages of the Western Cape; Report writing skills; Sound Interpersonal relations; Customer Service Orientation/ Diversity Citizenship skills; Self-management and motivation skills.
- DUTIES** : Render a social work service with regard to the care, support, protection and development of vulnerable individuals, groups, families and communities through the relevant programmes; Attend to any other matters that could result in, or stem from, social instability in any form; Conduct assessments to identify conditions in individuals, groups, families and committees that justify relevant interventions; Identify and make recommendations on the appropriate interventions required to address the identified conditions; Develop, determine and plan programmes to render the recommended interventions efficiently, effectively and economically; Monitor and evaluate the effectiveness of the recommended interventions, report on progress and identify further/amended interventions to address the identified conditions; Implement the recommended interventions by providing continuous support, counselling, guidance and advice to the affected individuals, groups, families and communities; Produce and maintain records of social work interventions, processes and outcomes; Study, interpret and apply the social services legal and policy framework continuously; Perform all the administrative functions required of the job.
- ENQUIRIES** : Ms K Zimba at (021) 940 7100

APPLICATIONS : Only applications submitted online will be accepted. To apply submit your application online only: www.westerncape.gov.za/jobs

DEPARTMENT OF TRANSPORT AND PUBLIC WORKS

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CLOSING DATE : 03 April 2018

NOTE : Only applications submitted online will be accepted. 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. 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.

OTHER POST

POST 11/136 : **SENIOR PROJECT LEADER: PROGRAMME: SPECIAL PROJECTS, REF NO: TPW 2018-40**

SALARY : All-inclusive salary package of R779 295 per annum (Level 12)
CENTRE : Department of Transport and Public Works, Western Cape Government
REQUIREMENTS : An Honours Degree/ LLB Degree in the built environment discipline with proven Project Management experience; A minimum of 6 years' relevant experience of which 5 years must be management experience; A valid driver's licence. Recommendations: A registered built environment professional with experience in managing complex urban development projects at a senior level; Heritage experience and in particular experience in dealing with and obtaining RODs from Heritage Agencies; Ability to work in partnership with a range of stakeholders and with different spheres of government; Proven experience in engaging at a senior level; Experience in appointing and leading multi-disciplinary teams; Post graduate qualifications and additional studies in urban design and related fields. Competencies: Knowledge of applicable legislation and regulatory requirements, policies and standards; Programme and Project Management; Technical proficiency; Financial Management; Applied strategic thinking; Proven computer literacy; Strong leadership and communication (written and verbal) skills in at least two of the official languages of the Western Cape.

DUTIES : Leading the conceptualisation, planning and implementation of complex large-scale special projects; Perform technical enablement functions for properties identified for development in accordance with the applicable regulatory frameworks and strategic plans; Overseeing the management of a specialist team of professionals; Managing stakeholders; Change Management skills; Undertake research in support of special projects; Reporting and ensuring that up-to-date and accurate information is available; Ensure the effective, efficient and economical management, administration and control of resources and budgets allocated to the component and projects; Apply supply chain management prescripts, processes and procedures.

ENQUIRIES : Ms L Mabuntane at (021) 483 5436