ANNEXURE V

PROVINCIAL ADMINISTRATION: NORTHERN CAPE
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.

APPLICATIONS:
Please forward all applications, clearly stating the post for which you are applying. All applications must be forwarded to: Northern Cape Department of Health, Private Bag x5049, Kimberley, 8300 or 144 Du Toitspan Road, Kimberley Hospital Complex, James Exum Building.

FOR ATTENTION:
Ms FP Ntsiko Director Human Resource Management

CLOSING DATE:
03 May 2019

NOTE:
Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at www.gov.za/documents. The fully completed and signed form Z83 should be accompanied by a recently updated, comprehensive CV as well as recently certified copies of all qualification(s), academic records including a Senior certificate and ID-document (Driver’s license where applicable). The certification must be within three (3) months as at the advert closing date. Non RSA Citizens/Permanent Resident Permit Holders must attach a copy of their Permanent Residence Permits to their applications. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). Applicants who do not comply with the above-mentioned requirements, as well as applications received late, will not be considered. The Department does not accept applications via fax or email. Failure to submit all the requested documents will result in the application not being considered. Correspondence will be limited to short-listed candidates only. If you have not been contacted within eight (8) weeks after the closing date of this advertisement, please accept that your application was unsuccessful. Suitable candidates will be subjected to a personnel suitability check (criminal record, qualification verification and employment verification). Where applicable, candidates will be subjected to a skills/knowledge test. Successful candidates will be appointed on a probation period of 12 months. The Department reserves the right not to make any appointment to the above post. The successful candidate will be expected to sign a performance agreement. The Department of Health is an equal opportunity affirmative action employer. The employment decision shall be informed by the Employment Equity Plan of the Department. It is the Department’s intention to promote equity (race, gender and disability) through the filling of this post(s) with a candidate whose transfer / promotion / appointment will promote representivity in line with the numerical targets as contained in our Employment Equity Plan.

MANAGEMENT ECHELON

POST 14/125:
CHIEF DIRECTOR INFRASTRUCTURE DEVELOPMENT AND TECHNICAL SERVICES REF NO: NCDOH 04/2019

Re-advertisement – previous applicants should re-apply

SALARY:
R1 189 338 per annum (all inclusive package)

CENTRE:
Provincial Office

REQUIREMENTS:

**DUTIES**
Manage Infrastructure strategies, policies, systems, planning, specific plans, functional and technical norms and standards. Delivery of the infrastructure programmes and projects. Planning, procurement, commissioning and maintenance of medical equipment. Day-to-day, routine/preventative and emergency maintenance at all Health Facilities including the provision of technical services. Provision of equipment, leases, acquisitions, disposals and utilities and other support. Manage the Infrastructure Budget. Strategic Management – align the core business of the Chief Directorate with the strategic goals and objectives of the Department. People Management – maintain discipline, manage performance, development of employees, establish and maintain effective and efficient communication arrangements.

**ENQUIRIES**
Dr L Mabona Tel No: 053-830 2177

**OTHER POSTS**

**POST 14/126**
**DEPUTY DIRECTOR HEALTH FACILITY PLANNER REF NO: NCDOH 05/2019**

**SALARY**
R733 257 per annum (all inclusive package)

**CENTRE**
Provincial Office

**REQUIREMENTS**

**DUTIES**
To provide health planning support and expert health design guidance for the preparation of Business Cases and Project Strategic Briefs. Prepare strategic Briefs for Capex and Maintenance projects. Assist with preparation and review of Business Cases in consultation with Health Facilities. Support built environment staff and end users with the development of skills to prepare business cases. Provide health specific inputs to Infrastructure Plans, Norms and Standards. Project and Programme Implementation.

**ENQUIRIES**
Dr L Mabona Tel No: 053-830 2177

**POST 14/127**
**ENGINEER (CIVIL/STRUCTURAL OR ELECTRICAL OR MECHANICAL) REF NO: NCDOH 08/2019**

**SALARY**
R718 059 – R1 090 458 (salary will be based on the years’ of experience post professional registration)

**CENTRE**
Provincial Office

**REQUIREMENTS**
Degree in Engineering. Registered as a Professional Engineer with ECSA (Civil/Structural Engineer or Electrical or Mechanical Engineer). Three years’ experience post qualification. A Valid Drivers’ License. Computer Literate.

**DUTIES**
To assist to 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 Management Plan. Monitor the implementation of programmes/projects. Approve Project Stage reports and designs. Manage the interface between the end-user/community structures and Implementing Agent/s.

**ENQUIRIES**
Dr L Mabona Tel No: 053-830 2177
<table>
<thead>
<tr>
<th>POST 14/128</th>
<th>CANDIDATE CONSTRUCTION PROJECT MANAGER REF NO: NCDOH 10/2019 (X4 POSTS)</th>
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<tbody>
<tr>
<td>SALARY</td>
<td>R618 732 – R656 706 (salary will be based on the years' of experience post registration as a Candidate)</td>
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<tr>
<td>CENTRE</td>
<td>Provincial Office</td>
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<tr>
<td>REQUIREMENTS</td>
<td>Degree or Diploma in Built Environment. Registered as a Candidate Professional Construction Project Manager with SACPCMP. A Valid Drivers' License. Computer Literate.</td>
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<tr>
<td>DUTIES</td>
<td>To assist to manage the delivery of the infrastructure built environment programmes and projects in line with the Provincial IDMS. Assist to prepare the construction procurement strategy and the Infrastructure Programme Management Plan. Assist to prepare Packages/Individual Project Briefs. Contribute to the review and acceptance of the Infrastructure Programme Implementation Plan. Assist to monitor the implementation of Programmes/Projects. Make inputs to different Project Stage reports and designs. Assist to manage the interface between the end-user/community structures and Implementing Agent/s.</td>
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<tr>
<th>POST 14/129</th>
<th>CANDIDATE ENGINEER REF NO: NCDOH 09/2019</th>
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<tbody>
<tr>
<td>SALARY</td>
<td>R618 732 – R656 706 (salary will be based on the years' of experience post registration as a Candidate)</td>
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<tr>
<td>REQUIREMENTS</td>
<td>Degree or Diploma in Engineering. Registered as a Candidate Professional Engineer with ECSA (Civil/Structural Engineer or Electrical or Mechanical Engineer). A Valid Drivers' License. Computer Literate.</td>
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<td>DUTIES</td>
<td>To assist to manage the delivery of the infrastructure built environment programmes and projects in line with the Provincial IDMS. Assist to prepare the construction procurement strategy and the Infrastructure Programme Management Plan. Assist to prepare Packages/Individual Project Briefs. Contribute to the review and acceptance of the Infrastructure Programme Implementation Plan. Assist to monitor the implementation of Programmes/Projects. Make inputs to different Project Stage reports and designs. Assist to manage the interface between the end-user/community structures and Implementing Agent/s.</td>
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<th>POST 14/130</th>
<th>CANDIDATE QUANTITY SURVEYOR REF NO: NCDOH 06/2019</th>
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<tr>
<td>SALARY</td>
<td>R535 563 – R568 443 (salary will be based on the years' of experience post registration as a Candidate)</td>
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<tr>
<td>CENTRE</td>
<td>Provincial Office</td>
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<tr>
<td>REQUIREMENTS</td>
<td>B Degree or Diploma in Quantity Surveying. Registered as a Candidate Quantity Surveyor with SACQSP.</td>
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<tr>
<td>DUTIES</td>
<td>To assist to manage the delivery of the infrastructure built environment programmes and projects in line with the Provincial IDMS. Assist to prepare the construction procurement strategy and the Infrastructure Programme Management Plan. Assist to prepare Packages/Individual Projects Briefs. Contribute to the review and acceptance of the Infrastructure Programme Implementation Plan. Assist to monitor the Implementation of the Programmes/Projects. Make inputs to different Project Stage reports and designs. Assist to manage the interface between the end-user/community structures and Implementing Agent/s. Undertake research.</td>
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<tr>
<th>POST 14/131</th>
<th>CANDIDATE ARCHITECT REF NO: NCDOH 07/2019</th>
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<td>R535 563 – R568 443 (salary will be based on the years' of experience post registration as a Candidate)</td>
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<tr>
<td>REQUIREMENTS</td>
<td>Bachelor of Architecture or Diploma Architecture. Registration with the SACAP as a Candidate Architect. A Valid Drivers’ License. Computer Literate.</td>
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<tr>
<td>DUTIES</td>
<td>To assist to manage the delivery of the infrastructure built environment programmes and projects in line with the Provincial IDMS. Assist to prepare the construction procurement strategy and the Infrastructure Programme Management Plan. Assist to prepare Packages/Individual Projects Briefs. Contribute to the review and acceptance of the Infrastructure Programme Implementation Plan. Assist to monitor the implementation of Programmes/Projects. Make inputs to different Project Stage reports and designs. Assist to manage the interface between the end-user/community structures and Implementing Agent/s.</td>
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**ENQUIRIES**  
Dr L Mabona Tel No: 053-830 2177

**POST 14/132**  
CHIEF WORKS INSPECTOR REF NO: NCDOH 12/2019

**SALARY**  
R316 791 per annum

**CENTRE**  
Provincial Office

**REQUIREMENTS**  
National Diploma in Building, Mechanical or Electrical or equivalent or N3 with passed Trade Test or National Diploma in Engineering. Valid Driver’s License, Computer Literate. Three to Five years’ experience post qualification. Knowledge of the following, Hazardous Substances Act 15 of 1973, Occupational Health and Safety Act of 1993 and Health Act and Regulations.

**DUTIES**  
Maintain compliance with the Occupational Health and Safety (OHS) Act of Health Facilities – Provide technical inputs to Health Facilities to draw up specifications and monitor compliance by service providers regarding safety matters, implement regular compliance inspections and audits at Health Facilities (regular safety audits), Conduct Investigations into accidents. Remedial Plans – Manage the collection of relevant technical data and information regarding occupational health and safety of buildings and machinery, manage the analysis of technical data, make recommendations in terms of interventions required in terms of condition of buildings and or machinery that are comprising adherence with occupational health and safety requirements, manage the development of plans to address shortcomings in terms of compliance in terms of Occupational Health and Safety requirements, Assist to implement plans to promote full compliance in terms of Occupational Health and Safety and Environmental requirements at all Health Facilities, OHS Training – make inputs to the design of training programmes on occupational health and safety, Develop a standard operating procedure for the implementation of occupational health and safety measures at health facilities, assist with the provision of training to employees at health facilities in terms of legislative adherence with occupational health and safety, undertake independent validations to ascertain that employees at health facilities have adequate knowledge and skills on how to implement occupation health and safety measures. Occupational Health and Safety Committees – determine the technical tasks required for performance by Occupational Health and Safety Committees, develop standard operating procedures manual to guide Occupational Health and Safety Committees with the implementation of technical tasks. People Management – daily control of technical personnel, mentor and train personnel, attend to employee issues, health and wellbeing, keep attendance register, apply disciplinary code and attend meetings and implement decisions made.

**ENQUIRIES**  
Dr L Mabona Tel No: 053-830 2177

**POST 14/133**  
ENGINEERING TECHNICIAN REF NO: NCDOH 11/2019

**SALARY**  
R311 859 per annum (all inclusive package)

**CENTRE**  
Provincial Office

**REQUIREMENTS**  
**DUTIES**
To render technical services and support in engineering research, design, manufacturing, operations and maintenance. Assist the Engineer with technical activities. Promote safety in line with statutory and regulatory requirements. Evaluate existing maintenance technical manuals, standard drawings and procedures. Produce technical designs with specifications. Assist to manage the execution of the maintenance strategy. Assist to set engineering maintenance standards, specifications and service levels according to organisational objectives to ensure optimum operational availability. Assist to monitor maintenance efficiencies according to organisational goals to direct or redirect engineering services for the attainment of organisational objectives. Collect and analyse data on use of utilities by Health Facilities. Undertake research.

**ENQUIRIES**
Dr L Mabona Tel No: 053-830 2177

**POST 14/134**
**WORKS INSPECTOR REF NO: NCDOH 13/2019**

**SALARY**
R208 584 per annum

**CENTRE**
JT Gaetsewe District, ZF Mgcawu District, Pixley Ka Seme District, Namakwa District and Frances Baard District

**REQUIREMENTS**

**DUTIES**
Maintain compliance with the Occupational Health and Safety (OHS) Act at all Health Facilities – Implement regular compliance inspections and audits at Health Facilities (regular safety audits) to ascertain compliance with legislation in terms of the installation and use of machinery or buildings, validate compliance with OHS requirements in terms of private service providers when machinery are installed or maintenance are implemented of buildings, prepare safety audit reports, provide feedback to managers at health facilities, assist manager at health facilities to implement recommendations contained in safety audit reports. Accident Investigations – develop guidelines for implementing investigations for any accidents that might occur during the installation and/or use of machinery and/or use of buildings, conduct investigations into accidents, prepare accident investigation reports, make recommendations on mitigation measures to prevent recurrence of accidents, provide feedback to managers at health facilities, assist manager at health facilities to implement recommendations contained in safety audit reports. Remedial Plans – manage the collection of relevant technical data and information regarding occupational health and safety of buildings and machinery, manage the analysis of technical data, make recommendations in terms of interventions required in terms of condition of buildings and or machinery that are comprising adherence with occupational health and safety requirements, manage the development of plans to address shortcomings in terms of compliance in terms of Occupational Health and safety requirements, environmental requirements and quality assurance standards, assist to implement plan to promote full compliance in terms of Occupational Health and Safety and Environmental requirements at all Health Facilities.

**ENQUIRIES**
Dr L Mabona Tel No: 053-830 2177