ANNEXURE Q

PROVINCIAL ADMINISTRATION: FREE STATE
DEPARTMENT OF HEALTH

CLOSING DATE : 23 December 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(s) 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 representativity in line with the numerical targets as contained in our Employment Equity Plan.

OTHER POSTS

POST 43/54 : HEAD CLINICAL UNIT: GRADE 1: OBSTETRICS AND GYNAECOLOGY:
REF NO: H/H/10
(Salary might be required to enter into a commuted overtime contract.)

SALARY : R1 728 807 per annum. (OSD)
CENTRE : Obstetrics And Gynaecology: Universitas Hospital: Bloemfontein
REQUIREMENTS : MBCHB or equivalent Degree. Appropriate qualifications that allows registration with HPCSA (Independent Practice) as Medical Specialist in Obstetrics & Gynaecology. A minimum of Three (3) years appropriate experience as a Medical Specialist after registration with HPCSA. Must be registered with HPCSA for 2019/20. Experience in teaching and training. Demonstrate experience in research. South African Citizen with valid driver's license (Code 8).Knowledge And Skills: Provide evidence of leadership qualities and management experience. Research qualifications in the field of Obstetrics & Gynaecology either MMed or PhD. Evidence of professional standing, e.g. membership of professional organizations and their management committees. Qualifications in human resource and financial management.

DUTIES : To be responsible for service delivery within Department of Obstetrics & Gynaecology at Universitas Academic Hospital. To fulfil the administrative, academic and research requirements of an appointment to the Joint Staff Establishment. To supervise pre- and post-graduate training and examinations in Obstetrics & Gynaecology at the Universitas Academic Hospital. Render outreach and support services to other levels of care in our drainage areas (Free State Province). Undertake all tasks as directed by the Head of Clinical Department and Head of Clinical Services at Universitas Academic Hospital.

ENQUIRIES : Dr R Nathan Tel No: (051) 405 3496
APPLICATIONS: The Chief Executive Officer, Universitas Hospital, Private Bag x20660, Bloemfontein, 9300 or hand delivered @ Room 1115, First Floor, Universitas Hospital, 1 Logeman Street, Universitas, Bloemfontein, 9301.

FOR ATTENTION: Me A Lombard

POST 43/55: MEDICAL SPECIALIST: GRADE 1: OBSTETRICS AND GYNAECOLOGY: REF NO: H/M/16
(Applicants might be required to enter into a commuted overtime contract.)

SALARY: R1 106 040 per annum (OSD)

CENTRE: Obstetrics and Gynaecology: Universitas Hospital, Bloemfontein


DUTIES: Clinical service delivery, medical administration and management, teaching, training and research. The candidate will also have to participate in outreach activities and commuted overtime. Maintain quality assurance standards.

ENQUIRIES: Dr R Nathan Tel No: (051) 405 3496

APPLICATIONS: The Chief Executive Officer, Universitas Hospital, Private Bag x20660, Bloemfontein, 9300 or hand delivered @ Room 1115, First Floor, Universitas Hospital, 1 Logeman Street, Universitas, Bloemfontein, 9301.

FOR ATTENTION: Me A Lombard

POST 43/56: MEDICAL SPECIALIST: GRADE 1: ORTHOPAEDIC SURGERY REF NO. H/M/17
(Applicants might be required to enter into a commuted overtime contract.)

SALARY: R1 106 040 per annum (OSD)

CENTRE: Orthopaedic Surgery: Universitas Hospital, Bloemfontein


DUTIES: Clinical service delivery, medical administration and management, teaching, training and research. The candidate will also have to participate in outreach activities and commuted overtime. Maintain quality assurance standards.

ENQUIRIES: Dr R Nathan Tel No: (051) 405 3496

APPLICATIONS: The Chief Executive Officer, Universitas Hospital, Private Bag x20660, Bloemfontein, 9300 or hand delivered @ Room 1115, First Floor, Universitas Hospital, 1 Logeman Street, Universitas, Bloemfontein, 9301.

FOR ATTENTION: Me A Lombard

POST 43/57: MEDICAL REGISTRAR (X28 POSTS)
(Applicants might be required to enter into a commuted overtime contract.)

SALARY: R821 205 per annum (OSD)

CENTRE: Universitas Hospital Bloemfontein

Anaesthesiology Ref No: H/R/14 (X2 Posts)
Cardiothoracic Surgery Ref No: H/R/15 (X1 Post)
Community Health Ref No: H/R/16 (X1 Post)
Dermatology Ref No: H/R/17 (X1 Post)
Forensic Medicine Ref No: H/R/18 (X1 Post)
Human Genetics Ref No: H/R/19 (X1 Post)
Internal Medicine Ref No: H/R/20 (X3 Posts)
Neurosurgery Ref No: H/R/21 (X1 Post)
Obstetrics & Gynaecology Ref No: H/R/22 (X4 Posts)
Oncology Ref No: H/R/23 (X2 Posts)
Ophthalmology Ref No: H/R/24 (X3 Posts)
Paediatrics Ref No: H/R/25 (X3 Posts)
Paediatric Surgery Ref No: H/R/26 (X1 Post)
Pharmacology Ref No: H/R/27 (X2 Posts)
Psychiatry Ref No: H/R/28 (X1 Post)
Urology Ref No: H/R/29 (X1 Post)

REQUIREMENTS: MBChB or equivalent degree. Valid registration with the Health Professions Council of South Africa (HPCSA) as an Independent Practitioner. At least more than 1-year post community service experience, preferably in a Free State.
Hospital. Valid driver’s license. Knowledge and Skills: Additional qualification e.g: Primaries, Certificates or Diplomas relevant to the field, ACLS, ATLS, APLS, BSS etc. Experience in related field.

**DUTIES**
Service delivery to inpatients, outpatients, day patients and emergencies. Teaching and training Conduct research. Must perform commuted overtime and medical administration. Perform outreach.

**ENQUIRIES**
Dr R Nathan Tel No: (051) 405 3496

**APPLICATIONS**
The Chief Executive Officer, Universitas Hospital, (Private Bag X20660, Bloemfontein 9300 or hand delivered at HR Offices, Room 1115, 1st Floor Universitas Hospital, 1 Logeman Street, Universitas, Bloemfontein.

**FOR ATTENTION**
Me A Lombard

**POST 43/58**
ASSISTANT DIRECTOR: PNA-7: INTEGRATED SCHOOL HEALTH PROGRAM REF NO: H/A/42

**SALARY**
R562 800 per annum (OSD)

**CENTRE**
MNCWH & Youth Health; Corporate Office: Bloemfontein

**REQUIREMENTS**
Degree/Diploma in Nursing and Midwifery, current registration with the South African Nursing Council in Primary Health Care and Community Nursing Science. (Attach proof). A minimum of 8 years appropriate/recognizable experience in nursing after registration with the SANC as Professional Nurse in General Nursing and Midwifery. At least 3 years of the period referred to above must be appropriate/recognizable experience at program management/coordination level. A valid driver’s license. Current registration (2019/2020) with the South African Nursing Council

**Knowledge and Skills**
Experience in School Health Services and HPV campaign. Knowledge of District Health Services.

**DUTIES**
Facilitate, support, monitor and evaluate School Health Services in the province and HPV campaign in the province. Coordinate and promote implementation of policy on School Health Services and HPV campaign. Develop and review policies pertaining to School Health Services and HPV campaign. Facilitate training of personnel for capacity building within School Health Services. Effective and efficient utilization of resources. Participate in marketing of School Health Services.

**ENQUIRIES**
Ms L.P. Mangoejane Tel No: (051) 408 1177

**APPLICATIONS**
The Director, HRM and Planning, PO Box 227, Bloemfontein, 9300 or hand delivered @ Entrance, Bophelo House, Cnr Charlotte Maxeke and Harvey Roads, Bloemfontein.

**FOR ATTENTION**
Me P Mpu

**POST 43/59**
CLINICAL NURSE PRACTITIONER: PNB-2 REF NO: H/C/46

**SALARY**
R471 333 per annum (OSD)

**CENTRE**
Mangaung Metro District: Bloemfontein

**REQUIREMENTS**
Diploma/Degree in nursing or equivalent qualification that allows registration with the SANC as Professional Nurse: General plus a post-basic Clinical Health Science Speciality qualification with a duration of at least 1 year, accredited with SANC. A minimum of 14 years appropriate/recognizable experience in nursing after registration with SANC as a Prof Nurse. At least 10 years of the period referred to above must be appropriate/recognizable experience after obtaining the 1-year post – basic qualification of the period referred. Current registration (2019/2020) with the South African Nursing Council Knowledge and Skills: Computer literacy. Good understanding/exposure to Priority Health Programs, Willingness to work extended hours and endure pressure. Knowledge of Quality Health Assurance Program including Ideal Clinic Realization. Function as an effective member of the Health Care Team. Communicate effectively with stakeholders.

**DUTIES**

**ENQUIRIES**
Me N J Ramarou-Makhoali Tel No: (051) 447 2197 or 073 0025231

**APPLICATIONS**
The District Manager, Mangaung Metro, PO Box 441, Bloemfontein, 9300 or hand deliver @ FSPC Complex, No 4 President Brand Street, Bloemfontein.
FOR ATTENTION: Mr T A Mokoqo

POST 43/60: CLINICAL PROGRAM COORDINATOR: PNA-5 REF NO: H/C/45

SALARY: R444 276 per annum (OSD)
CENTRE: Mangaung Metro District: Bloemfontein

REQUIREMENTS:
- Diploma/Degree in Nursing or equivalent qualification that allows registration with SANC as Professional Nurse: General. A minimum of 7 years appropriate/recognizable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. Current registration (2019/2020) with the South African Nursing Council (SANC). Valid driver's license

DUTIES:
- Manage and coordinate HIV prevention programme in the District. Support all HIV/AIDS prevention strategies e.g. condom distribution, HIV testing services, Medical Male circumcisions and STI’s including TB prevention. Ensure effective and efficient management of Pre-ACT and ART Programme including Retention in care. Provide for the care, support and follow-up services to people infected and affected by HIV/AIDS & TB. Effective and efficient resources management.

ENQUIRIES: Mr W Malete Tel No: (051) 117 2194
APPLICATIONS: The District Manager, Mangaung Metro, PO Box 441, Bloemfontein, 9300 or hand deliver @ FSPC Complex, No 4 President Brand Street, Bloemfontein.

FOR ATTENTION: Mr T A Mokoqo

POST 43/61: CLINICAL PROGRAM COORDINATOR: PNA-5 REF NO: H/C/44

SALARY: R444 276 per annum (OSD)
CENTRE: Nala Hospital, Bothaville

REQUIREMENTS:
- Diploma/Degree in Nursing or equivalent qualification that allows registration with SANC as Professional Nurse. A minimum of 7 years appropriate/recognizable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. Current registration with the South African Nursing Council (SANC).
- Knowledge and Skills: Knowledge of patient safety, NHI process, NCS, Leadership, General Management, training Skills, ability to work independently and under pressure co-operatively with colleagues and stakeholders at all levels. Computer literacy, be able to analyze data.

DUTIES:
- Coordinate and promote implementation of Quality Assurance. Conduct annual assessment. Develop and monitor Quality Improvement Plan. Maintain standard and norms of Nursing practices to promote the health care status of health care users. Ensure the implementation and monitoring of patient safety program. Conduct of patient’s experience of care surveys and analysis of data. Manage and utilize resources in accordance with relevant directives and legislation.

ENQUIRIES: Mr T S Shale/Me M Ruiters Tel No: (056) 5152071
APPLICATIONS: The Chief Executive Officer, Nala Hospital, Private Bagx7, Bothaville, 9660 or hand delivered @ 35 Van Riebeeck Street, Bothaville.

FOR ATTENTION: Mr M P Mhlanga

POST 43/62: RADIOGRAPHER: RADIATION ONCOLOGY (THERAPY): GRADE 1-3 REF NO: H/R/66 (X6 POSTS)

SALARY:
- Grade 1: R395 703 per annum (OSD)
- Grade 2: R466 119 per annum (OSD)
- Grade 3: R549 066 per annum (OSD)

CENTRE: Universitas Hospital, Bloemfontein

REQUIREMENTS:
- Degree or Diploma in Radiotherapy. Registration with HPCSA as Radiation Therapy Radiographer: Experience: Grade 1: A minimum of 4 years’ appropriate experience after registration with HPCSA as Diagnostic Radiographer. Grade 2: A minimum of 14 years’ appropriate experience after registration with HPCSA as Diagnostic Radiographer. Grade 3: A minimum of 24 years’ appropriate experience after registration with HPCSA as Diagnostic Radiographer. Knowledge and Skills: Grade 1: Basic knowledge of the layout and functional field of a radiation department. Basic knowledge of policies and
treatment procedures. Basic knowledge of specialized treatment procedures. Basic knowledge and insight in the technical aspects of radiation oncology and physics to understand the implementation of sophisticated 3D-conformal treatment plans. Adaptability and flexibility capabilities in an ever changing environment. Good mathematical skills and be able to visualize objects in three dimensions. Good computer skills. **Grade 2:** Good knowledge of the layout and functional field of a radiation department: Good knowledge of policies and treatment procedures. Good knowledge of specialized treatment procedures. Good knowledge and insight in the technical aspects of radiation oncology and physics to understand the implementation of sophisticated 3D-conformal treatment plans. Adaptability and flexibility capabilities in an ever changing environment. Good mathematical skills and be able to visualize objects in three dimensions. Good computer skills, patient management system e.g Mosaiq. Organizational skills. Planning skills in 3D-conformal/IMRT/VMAT radiotherapy. **Grade 3:** Excellent knowledge of the layout and functional field of a radiation department. Excellent knowledge of policies and treatment procedures. Excellent knowledge and insight in the technical aspects of radiation oncology and physics to understand the implementation of sophisticated 3D-conformal treatment plans. Adaptability and flexibility capabilities in an ever changing environment. Excellent mathematical skills and be able to visualize objects in three dimensions. Good computer skills, patient management system e.g Mosaiq. Good organizational skills. Good planning skills in 3D-conformal/IMRT/VMAT & Stereotactic radiotherapy. Training skills on new concepts.

**DUTIES:**
A Radiation Therapy Radiographer must be able to execute treatment procedures as defined by departmental protocols and Oncologists’ prescriptions. They are to deliver a comprehensive radiation treatment service delivery that includes the localization, planning, treatment and care of cancer patients.

**ENQUIRIES:**
Dr D Long Tel No: (051) 405 2341

**APPLICATIONS:**
The Chief Executive Officer, Universitas Hospital, Private Bag x20660, Bloemfontein, 9300 or hand delivered @ Room 1115, First Floor, Universitas Hospital, 1 Logeman Street, Universitas, Bloemfontein, 930.

**FOR ATTENTION:**
Me A Lombard

**POST 43/63:**
PROFESIONAL NURSE: PNA-4: RENAL UNIT REF NO: H/P/23

**SALARY:**
R383 226 per annum. (OSD)

**CENTRE:**
Dihlabeng Hospital, Bethlehem

**REQUIREMENTS:**
Diploma/Degree in nursing or equivalent qualification that allows registration with the South African Nursing Council. Current registration with the SANC. Registration with the SANC as a Professional Nurse: Experience: A minimum of 20 years appropriate/recognizable experience in nursing after Registration with the SANC as a Professional Nurse Knowledge and Skills: An additional post basic qualification of one-year duration. Knowledge of the management of people, financial and conflict management. Computer Literacy. Advanced Antenatal Course Attendance will be an added advantage.

**DUTIES:**

**ENQUIRIES:**
Me M E Royi Tel No: (058) 307 1254

**APPLICATIONS:**
The Chief Executive Officer, Dihlabeng Hospital, Private Bag X3, Bethlehem, 9700.

**FOR ATTENTION:**
Me T Harris

**POST 43/64:**
ASSISTANT DIRECTOR: (COMPENSATION OF EMPLOYEES) REF NO: H/S/40

**CENTRE:**
Corporate Office: Expenditure Management Sub-Directorate

**SALARY:**
R376 596 per annum. (Level 09)

**CENTRE:**
Bloemfontein

**REQUIREMENTS:**
3 Years Bachelor’s Degree in Financial Management /National Diploma in Financial Management and 6 years' relevant experience with 3 years on supervisory level. PERSAL/BAS/LOGIS certificates Knowledge and Skills:
Public Sector experience with regard to LOGIS and BAS Systems. Knowledge of PFMA, Treasury Regulations and related Financial Prescripts.

**DUTIES**

Ensure that HRM transactions with financial implications are authorized daily or before Persal closure. Ensure that there is proper control & management of Payroll. Ensure compliance to Bi-Annual Tax Reconciliation. Ensure the clearing of Income Tax and Tax Debt Ledger Accounts. Compile & Submit KCM on monthly basis. Respond and handle all audit queries that are relevant to this section. Review and compile procedure manuals. Compile and identify risks relating to this section. Ensure that all salary related transactions of out of service officials are finalized in time. Evaluate the performance of Senior State Accountants. Ensure that all officials under this post are fairly evaluated and developed. Authorize all salary related transactions on Persal. Approve/Authorize documents: BAS payments & Journals according to relevant delegations. Ensure adherence to all relevant legal prescripts. Implementation, amendments and cancellation of documents. Manage leave of all officials under this post. Enforce discipline in this section.

**ENQUIRIES**

Me Mahlomaholo Tel No: (051) 408 1643

**APPLICATIONS**

The Director, HRM and Planning P O Box 227, Bloemfontein, 9300 or hand delivered @ entrance, Bophelo House, Cnr Charlotte Maxeke and Harvey Roads, Bloemfontein.

**FOR ATTENTION**

Recruitment and Selection

**POST 43/65**

**DIAGNOSTIC RADIOGRAPHER: GRADE 1**

**REF NO:** H/D/ 22 (X7 POSTS)

Diagnostic Radiology: Universitas Hospital

**SALARY**

R317 976 per annum (OSD)

**CENTRE**

Bloemfontein

**REQUIREMENTS**

Degree or Diploma in Radiography. Registration with HPCSA as a Diagnostic Radiographer and proof of payment for the current year Knowledge and Skills: Ability to work under pressure. Communication skills. Interpersonal skills.

**DUTIES**

Patient care and clinical service rendering. Take part in research and training for development of the department, as well as CPD programmes. Participate in planning, organizing and implementations of departmental policies/procedures. Safe radiation practices

**ENQUIRIES**

Dr F A Gebremariam Tel No: (051) 405 3471

**APPLICATIONS**

The Chief Executive Officer, Universitas Hospital, Private Bag x20660, Bloemfontein, 9300 or hand delivered @ Room 1115, First Floor, Universitas Hospital, 1 Logeman Street, Universitas, Bloemfontein, 9301.

**FOR ATTENTION**

Mr M J Baleni

**POST 43/66**

**SENIOR STATE ACCOUNTANT: (GOODS AND SERVICES)**

**REF NO:** H/S/63

Corporate office: expenditure management sub-directorate

**SALARY**

R316 791 per annum (Level 08)

**CENTRE**

Bloemfontein

**REQUIREMENTS**

A relevant 3 years’ Bachelor Degree/National Diploma in Finance. NQF 6 or equivalent. 2 Years’ functional experience in Financial Management experience of which 1 years should be in a supervisory capacity. Knowledge and understanding of BAS/ LOGIS with/including Certificates. Knowledge and Skills; Knowledge and understanding of the PFMA and Treasury Regulations. Accounting or Mathematics as a fully passed subjects.

**DUTIES**

Correct, authenticate and compliance in terms of the financial prescripts before capturing. Authorize payments and journals on BAS. Ensure that petty cash payments are handled and finalized within the set due dates. Ensure that documents are filed according to DCR for auditing purposes. Ensure that all processed documents are marked as either paid or processed before being filed. Ensure that the is proper record keeping of payments documents. Evaluate the performance of subordinates. Identify training needs of subordinates. Handle and respond to audit queries. Handle relevant payments enquiries. Final-authorization of Logis payments in accordance to delegations.

**ENQUIRIES**

Mr S P Letube Tel No: (051) 408 1799

**APPLICATIONS**

The Director, HRM and Planning, P O Box 227, Bloemfontein, 9300 or hand delivered @ entrance, Bophelo House, Cnr Charlotte Maxeke and Harvey Roads, Bloemfontein.

**FOR ATTENTION**

Recruitment and Selection
POST 43/67 : SENIOR STATE ACCOUNTANT: (PENSION OFFICE) REF NO: H/S/64
Corporate Office: Expenditure Management Sub-Directorate

SALARY : R316 791 per annum (Level 08)
CENTRE : Bloemfontein
REQUIREMENTS : A relevant 3 years' Bachelor Degree/National Diploma in Finance. NQF 6 or equivalent. 2 Years' functional experience in Financial Management experience of which 1 years should be in a supervisory capacity. Knowledge and understanding of BAS/ LOGIS with/including Certificates. Knowledge And Skills: Sound knowledge of PFMA, Treasury regulations and related Financial Prescripts.

DUTIES : Receive pension route forms and leave gratuity/discounting documents from the Human Resource Directorate. Monitor and control financial documents and pension files to ensure that all pension files received are completed and finalized within one month. Final check and authorization of Persal transactions. Authorize the approved transactions on Persal and sign journals on Pension files. Verify all BAS Transactions. Planning of duties, keep due dates, especially Persal closing dates. Supervise Pension Office by ensuring high performance. Six monthly evaluations in line with the PDMS policy and motivating of all officials in the office.

ENQUIRIES : Me Mahlomaholo Tel No: (051) 408 1643
APPLICATIONS : The Director, HRM and Planning, P O Box 227, Bloemfontein, 9300 or hand delivered @ entrance, Bophelo House, Cnr Charlotte Maxeke and Harvey Roads, Bloemfontein.
FOR ATTENTION : Recruitment and Selection

DEPARTMENT OF TREASURY
The Free State Provincial Government is an equal opportunity affirmative action employer. It is our intention to promote representativity (race, gender and disability) in the Province through the filling of these posts and candidates whose appointment/promotion/transfer will promote representativity will receive preference.

APPLICATIONS : Applications, quoting the relevant reference, should be forwarded as follows: The Deputy Director – Human Resources Management, Free State Provincial Treasury, Private Bag X 20537, Bloemfontein, 9300 or delivered by hand in Room 426(b), 4th Floor, Fidel Castro Building, 55 Miriam Makeba Street, Bloemfontein.
FOR ATTENTION : Mr. I B Pheello Tel No: (051) 405 5069
CLOSING DATE : 13 December 2019
NOTE : Applications must be submitted on form Z.83, obtainable from any Public Service Department and must be accompanied by certified copies of qualifications (a transcript of results must be attached or subjects should be mentioned in the CV), driver's license (if required), identity document and a recently updated, comprehensive C.V. Applicants are requested to complete the Z83 form properly and in full. The reference number of the advertised post should be stated on the Z.83 form. Qualification certificates must not be copies of certified copies. Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their application is delivered timeously. Candidates who possess foreign qualifications and/or short courses certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA), and must please attach proof of the level of their qualifications after evaluation on all applications. Applicants are respectfully informed that if no notification of appointment is received within 4 months of the closing date, they must accept that their application was unsuccessful. Suitable candidates will be subjected to personnel suitability checks (criminal record check, citizenship verification, financial/asset record checks, qualification/study verification and previous employment verification). The Department reserves the right not to make appointments for the advertised post.

MANAGEMENT ECHELON

POST 43/68 : DIRECTOR: ECONOMIC ANALYSIS REF NO: FSPT: 013/19

SALARY : R1 057 326 per annum (Level 13) (An all-inclusive salary package) (This all inclusive flexible remuneration package consists of a basic salary, the...
Government’s contribution to the Government Employees Pension Fund and a flexible portion that may be structured according to specific rules).

**CENTRE:** Bloemfontein

**REQUIREMENTS:**
A Bachelor’s Degree/Advanced Diploma in Economics with specialization in Econometrics/Statistics or Applied Economic Modelling. A minimum of five years’ experience in a managerial position of which at least three years should have been in an economic environment. Knowledge of the Public Finance Management Act (PFMA), Municipal Finance Management Act (MFMA), Treasury Regulations, Public Service Act and Regulations, Econometrics, Public Finance and Development, Macro and Labour Economics. Problem solving and innovation capability. Good interpersonal, strategic capability, leadership and analytical skills. Computer literate. Valid driver’s license.

**DUTIES:**
Periodic analysis and update of provincial socio-economic indicators. Coordinate and produce Departmental publications such as Provincial Economic Review and Outlook (PERO), Provincial Mid-Term Budget Policy Statement (MTBPS), Quarterly Labour Market Review (QLMR) and Municipal Economic Review and Outlook (MERO). Conduct, publish and disseminate research in lieu of policy development, planning and the fiscal framework of the Province. Provide technical and strategic support in economic policy research, analysis and development. Maintain and expand existing databases and information sources on the provincial economic and related social issues.

**ENQUIRIES:**
Mr. P E Lebone Tel No: (082) 803 4075

**POST 43/69:** DIRECTOR: MUNICIPAL RISK MANAGEMENT AND INTERNAL AUDIT

**SALARY:** R1 057 326 per annum (Level 13) (An all-inclusive salary package) (This all inclusive flexible remuneration package consists of a basic salary, the Government’s contribution to the Government Employees Pension Fund and a flexible portion that may be structured according to specific rules)

**CENTRE:** Bloemfontein

**REQUIREMENTS:**
A Bachelor’s Degree/Advanced Diploma in Internal Auditing/Risk Management/Accounting or equivalent qualification with Auditing and/or Risk Management as a major subject. A minimum of five years’ experience in a managerial position of which at least a minimum of three years should have been in a risk management/auditing/accounting environment. Knowledge of the Municipal Finance Management Act (MFMA), Treasury Regulations, MFMA Circulars, National Treasury Internal Audit and Risk Management Frameworks and Institute of Internal Auditors’ Standards. Problem solving and innovation capability. Good interpersonal, strategic capability, leadership and analytical skills. Computer literate. Valid driver’s license.

**DUTIES:**
Monitor, assist and guide the effectiveness and efficiency of: The risk management processes of municipalities. The work that is managed by the Internal Audit Units and the Audit Committees within municipalities. The implementation of fraud management strategies within municipalities. Provide capacity building at municipalities to enhance the skills of municipal staff. Manage the resources of the Directorate to ensure efficiency and effectiveness within the Directorate.

**ENQUIRIES:**
Mr. S D Mokhele Tel No: (082) 507 6521

**OTHER POSTS**

**POST 43/70:** DEPUTY DIRECTOR: DEMAND AND ACQUISITION MANAGEMENT

**SALARY:** R733 257 per annum (Level 11) (An all-inclusive salary package) (This all inclusive flexible remuneration package consists of a basic salary, the Government’s contribution to the Government Employees Pension Fund and a flexible portion that may be structured according to specific rules)

**CENTRE:** Bloemfontein

**REQUIREMENTS:**
An appropriate degree or equivalent qualification in the field of Commerce/Supply Chain Management/Public Administration with a minimum of five (5) years relevant experience in a supply chain management environment of which at least three (3) years should have been in a junior management position. Knowledge of the Public Finance Management Act (PFMA), Treasury Regulations, Preferential Procurement Policy Framework
Act, Broad Based Black Economic Empowerment Act and supply chain management policies and circulars. Computer literate. Working knowledge of transversal systems such as the LOGIS and BAS. Good business communication, interpersonal, supervisory and analytical skills. Valid driver’s license.

**DUTIES**: Manage and coordinate the implementation and maintenance of the demand and acquisition processes in the Department. Manage and coordinate the implementation and maintenance of contract management processes in the Department. Manage and coordinate the implementation and maintenance of the supply chain risk & performance management processes in the Department. Manage the allocated human resources of the Sub-directorate.

**ENQUIRIES**: Mr. M P Mokoena Tel No: (051) 405 3173

**POST 43/71**: DEPUTY DIRECTOR: ASSET MANAGEMENT REF NO: FSPT: 016/19

**SALARY**: R733 257 per annum (Level 11) (An all-inclusive salary package) (This all inclusive flexible remuneration package consists of a basic salary, the Government’s contribution to the Government Employees Pension Fund and a flexible portion that may be structured according to specific rules).

**CENTRE**: Bloemfontein

**REQUIREMENTS**: A relevant degree/NQF level 7 Qualification in Financial Management/Accounting/Commerce. Minimum of 3 years’ junior management experience in asset and inventory management. Valid driver’s license.

**DUTIES**: Manage the development and maintenance of policies, strategies and systems for assets and inventory management. Monitor and support departments and entities on safeguarding of assets. Monitor and support departments on financial management and reporting on assets and inventory. Monitor and support departments and public entities on asset and inventory management strategies. Manage the implementation of transparent and economical practices to deal with asset disposal in the Provincial Administration. Coordinate the capacitation of asset and inventory management sections in the departments and public entities. Manage the Sub-directorate.

**ENQUIRIES**: Mr. T M Mabilo Tel No: (051) 405 4175

**POST 43/72**: GRAPHIC DESIGNER REF NO: FSPT: 017/19

**SALARY**: R257 508 per annum (Level 07)

**CENTRE**: Bloemfontein

**REQUIREMENTS**: A relevant Degree/Diploma in Graphic Design or Multimedia Design or equivalent qualification. Minimum of 1 year experience in a graphic design environment, photography and editing skills. Valid driver’s license.

**DUTIES**: Implement and assist with design, layout and cover concepts for departmental reports such as annual reports, strategic reports, strategic plans, branch reports and newsletters. Develop and implement creative concepts and products for departmental events and activities. Develop and implement multimedia content, including photographs for digital publications and the website. Provide advice and ensure correct application of the departmental logo in line with prescripts (Corporate Identity Manual). Archive all visual content and publications produced. Support the Web Developer through supplying multimedia content for the website and intranet.

**ENQUIRIES**: Mr. T Mokokoane Tel No: (082) 887 8413 (Office hours only)