ANNEXURE V

PROVINCIAL ADMINISTRATION: FREE STATE
DEPARTMENT OF HEALTH

CLOSING DATE : 06 March 2020
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 representivity in line with the numerical targets as contained in our Employment Equity Plan.

OTHER POSTS

POST 07/109 : OPERATIONAL MANAGER: PNB-3: (NEONATAL HIGH CARE/MATERNITY REF NO: H/O/4

SALARY : R562 800 per annum (OSD)
CENTRE : Botshabelo Hospital, Botshabelo
REQUIREMENTS : Diploma/Degree in nursing or equivalent qualification that allows registration with the South African Nursing Council. Registration with the SANC as Professional Nurse plus a post-basic nursing qualification with a duration of at least 1 year in Advanced Advance Midwifery and Neonatology accredited with SANC. A minimum of 9 years appropriate/recognizable experience in nursing after registration with SANC as a Prof Nurse. At least 5 years of the period referred to above must be appropriate/recognizable experience after obtaining the 1-year post – basic qualification. Current registration with the South African Nursing Council (SANC) knowledge and skills: Good Interpersonal and communication skills. Computer literacy. To practice nursing in an Ethical and Legal Manner. Valid Driver’s License. Experience in Neonatal Core Standards and Management of Information.

DUTIES : Provision of optimal specialized nursing care with set standards and within a professional/legal framework. Effective utilization of resources (human and material). Participation with training and research. Provision of support to general nursing care. Overall management of Maternity within the Hospital set up. Upholding the National Core Standards. Formulate and develop operational policies. Guidelines and standard operational plans. Work as part of multi-disciplinary team at unit level to ensure good nursing care by nursing team. Ensure effective and amicable supervision with persons of diverse intellectual, cultural, racial or religious differences. Manage own work, time and that of junior colleagues, facilitating proper nursing services in the unit. Ensure concern for patients, promoting, advocating and facilitating proper...
treatment and care. Ensure that the unit adheres to Batho Pele Principles. Must be able to develop contacts, build and maintain network of professional relations in order to enhance service delivery. Must demonstrate a basic understanding of HR and Financial Policies and Practices.

ENQUIRIES : Me NB Tau, Tel No: (051) 533 0211
APPLICATIONS : To Be Send To: The Chief Executive Officer, Botshabelo Hospital, Private Bag X527, Botshabelo, 9781
FOR ATTENTION : Mr K J Molise

POST 07/110 : OPERATIONAL MANAGER: PNB-3: (PATIENT CARE) REF NO: H/O/3

SALARY : R562 800 per annum (OSD)
CENTRE : Botshabelo Hospital, Botshabelo
REQUIREMENTS : Diploma/Degree in nursing or equivalent qualification that allows registration with SANC as Professional nurse plus a post-basic nursing qualification with a duration of at least 1 year in Orthopaedics/Trauma accredited with SANC as a Professional Nurse. A minimum of 9 years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nurse. At least 5 years of the period referred to above must be appropriate/recognizable experience after obtaining the 1-year post- basic qualification. Current registration with the South African Nursing Council (Sanc) Knowledge and Skills: Good Communication and Interpersonal Skills, Knowledge of key priority health programs. Knowledge and understanding on National Core Standards and Ideal clinical realization program. Strong management and leadership skills. Computer literacy.

DUTIES : Provide holistic nursing care to patients at cost effective, efficient and equitable manner. Provide and monitor clinical health science practices and mentoring. Manage and implement quality assurance program and attainment of quality standards of the facility for service delivery. Manage and implement quality assurance program and attainment of quality standards of the facility for service delivery. Monitor data and manage information to improve on performance indicators. Apply knowledge of human, financial and Information resources, related policies and information. Work as park of multi-disciplinary team at unit level to ensure good nursing care by nursing team. Ensure effective and amicable supervision with persons of diverse intellectual, cultural, racial or religious differences. Manage own work, time and that of junior colleagues, facilitating proper nursing services in the unit. Ensure concern for patients, promoting, advocating and facilitating proper treatment and care. Ensure that the unit adheres to Batho Pele Principles. Must be able to develop contacts, build and maintain network of professional relations in order to enhance service delivery.

ENQUIRIES : Me NB Tau Tel No: (051) 533 0211/Mr KJ Molise, Tel No: (051) 533 0225
APPLICATIONS : To Be Send To: The Chief Executive Officer, Botshabelo Hospital, Private Bag X527, Botshabelo, 9781
FOR ATTENTION : Mr K J Molise and Mr PP Mathinya

POST 07/111 : OPERATIONAL MANAGER: PNB-3: (PAEDIATRIC WARD) REF NO: H/O/5

SALARY : R562 800 per annum. (OSD)
CENTRE : Botshabelo Hospital, Botshabelo
REQUIREMENTS : Diploma/Degree in nursing or equivalent qualification that allows registration with SANC as Professional nurse plus a post-basic nursing qualification with a duration of at least 1 year in Advanced Paediatric Nursing Science, accredited with SANC as a Professional Nurse. A minimum of 9 years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nurse. At least 5 years of the period referred to above must be appropriate/recognizable experience after obtaining the 1-year post- basic qualification. Current registration with the South African Nursing Council (SANC) Knowledge and Skills: Knowledge of the Public Service Act and Regulation and Public Finance Management Act (PFMA). Knowledge of OSD for Nursing. Computer Literacy. Compliance with the Educational qualification, statutory requirements and competencies for the job level. Knowledge And Skills: Good Communication and Interpersonal Skills, Knowledge of key priority health programs. Knowledge and understanding on National Core Standards and Ideal clinical realization program. Strong management and leadership skills. Computer literacy.

DUTIES : Ensure that comprehensive nursing treatment and care is delivered to patients in cost effective, efficient and equitable manner by the specialty units. Ensure compliance to professional and ethical practice. Ensure coordination of

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POST 07/112

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DUTIES : Supervise and ensure the provision of an effective and efficient patient care through adequate nursing care in the maternity ward. Coordinate and monitor the implementation of nursing care plan and evaluation thereof. Provide relevant health information to health care users to assist in achieving optimal health care and rehabilitation of patient. Maintain constructive relationships with Nursing and other stakeholders (i.e. Inter-professional, Inter-sectoral and Multi-disciplinary teamwork. Participate in the analysis, formulation and implementation of nursing guidelines, practices, standards and procedures. Manage and Monitor proper utilization of human, financial and Physical resource.

ENQUIRIES : Me NB Tau Tel No: (051) 533 0211 Mr KJ Molise, Tel No: (051) 533 0225
APPLICATIONS : To Be Send To: The Chief Executive Officer, Botshabelo Hospital, Private Bag X527, Botshabelo, 9781.
FOR ATTENTION : Mr KJ Molise and Mr PP Mathinya
POST 07/114 : CLINICAL NURSE PRACTITIONER: PNB-1: (MATERNITY WARD) REF NO: H/C/9 (X2 POSTS)

SALARY : R383 226 per annum (OSD)
CENTRE : Botshabelo Hospital, Botshabelo
REQUIREMENTS : Diploma/Degree in nursing or equivalent qualification that allows registration with SANC as Professional nurse plus a post-basic nursing qualification with a duration of at least 1-year in Advanced Midwifery, accredited with SANC. A minimum of 4 years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nurse. At least 1 years of the period referred to above must be appropriate/recognizable experience after obtaining the 1-year post- basic qualification. Current registration with the South African Nursing Council (SANC) Knowledge and Skills: Good Communication and Interpersonal Skills, Knowledge of key priority health programs. Computer literacy.

DUTIES : Supervise and ensure the provision of an effective and efficient patient care through adequate nursing care in Post Natal ward. Coordinate and monitor the implementation of nursing care plan and evaluation thereof. Provide relevant health information to health care users to assist in achieving optimal health care and rehabilitation of patient. Maintain constructive relationships with Nursing and other stakeholders (i.e. Inter-professional, Inter-sectoral and Multi-disciplinary teamwork. Participate in the analysis, formulation and implementation of nursing guidelines, practices, standards and procedures. Manage and Monitor proper utilization of human, financial and Physical resource.

ENQUIRIES : Me NB Tau Tel No: (051) 533 0211 Mr KJ Molise, Tel No: (051) 533 0225
APPLICATIONS : To Be Send To: The Chief Executive Officer, Botshabelo Hospital, Private Bag X527, Botshabelo, 9781.
FOR ATTENTION : Mr KJ Molise and Mr PP Mathinya
POST 07/115 : CLINICAL NURSE PRACTITIONER: PNB-1: (THEATER) REF NO: H/C/8 (X2 POSTS)

SALARY : R383 226 per annum (OSD)
CENTRE : Botshabelo Hospital, Botshabelo
REQUIREMENTS : Diploma/Degree in nursing or equivalent qualification that allows registration with SANC as Professional nurse plus a post-basic nursing qualification with a duration of at least 1-year in Advanced Theater Technics, accredited with SANC. A minimum of 4 years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nurse. At least 1 years of the period referred to above must be appropriate/recognizable experience after obtaining the 1-year post- basic qualification. Current registration with the South African Nursing Council (SANC) Knowledge and Skills: Good Communication and Interpersonal Skills, Knowledge of key priority health programs. Computer literacy.

DUTIES : Supervise and ensure the provision of an effective and efficient patient care through adequate nursing care in the Theatre ward. Coordinate and monitor the implementation of nursing care plan and evaluation thereof. Provide relevant health information to health care users to assist in achieving optimal health care and rehabilitation of patient. Maintain constructive relationships with Nursing and other stakeholders (i.e. Inter-professional, Inter-sectoral and Multi-disciplinary teamwork. Participate in the analysis, formulation and
DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE

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

Head: Public Works and Infrastructure, P.O Box 7551, Bloemfontein 9300 or Applications that are hand delivered must be brought to the Foyer of OR Tambo House where they must be placed in the appropriately marked box at: Security Ground Floor, OR Tambo House, St. Andrews Street, Bloemfontein. No Applications Will Be Accepted By Staff In Offices In The Building.

CLOSING DATE

13 March 2020

NOTE

Directions to applicants: Applications must be submitted on form Z.83, obtainable from any Public Service Department and must be accompanied by certified copies of qualifications, driver's license, identity document and a C.V. (Separate application for every vacancy). Applicants are requested to complete the Z83 form properly and in full. 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 applications are posted or hand 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. No e-mailed or faxed applications will be considered. 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.

OTHER POSTS

POST 07/116

CHIEF CONSTRUCTION MANAGER GRADE A (PROFESSIONAL) REF NO: PWI 20/05

Project Management Unit (PMU)

SALARY

Grade A: R1 042 872 per annum (An all-inclusive package) (OSD). The remuneration package consists of the basic salary, the Government’s Employee Pension Fund and flexible portion, which may be structured in terms of the rule for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, housing allowance and medical aid assistance.

CENTRE

Bloemfontein

REQUIREMENTS

An appropriate degree in the built environment with six years’ experience as a registered Professional Construction Project Manager. Valid driver's licence with exception of persons with disabilities. Compulsory registration with the SACPCMP as a Professional Construction Project Manager. Competencies: Programme and project management, Project management skills, principles and methodologies, Project and professional judgment, Computer-aided engineering and project applications, Project design and analysis knowledge, Project operational communication, Process knowledge and skills, Maintenance skills and knowledge, Mobile equipment operating skills, Legal and operational compliance, Research and development, Creating high performance culture, Technical consulting. Strategic capability and leadership, Problem solving and analysis, Decision making, Team leadership, Creativity, Financial management, Customer focus and responsiveness Communication, Computer skills, People management, Planning and organizing, Conflict management, Negotiation skills, Change management.

DUTIES

Oversee the implementation of projects. Project Design and analysis effectiveness. Maintain project operational effectiveness. Planning and
execution of in-house planned projects and manage the planning and execution of projects where consultants are appointed. Evaluate construction activities to ensure that consultant designs are executed and performed to acceptable standards and investigate cause on non-compliance. Approve fee accounts of consultants and payments of final accounts of consultants and payments of final accounts to contractors of engineering services. Check tender documents for inviting tenders recommended contractors or professional engineers on the roster of consultants and perform other admin work. Oversee that legal and environmental requirements are adhered to and provide advice guidance to personnel, consultants and contractors regarding the implementation of all relevant acts, working procedures and construction methods. Attend meetings with client departments of projects in a planning stage and site meetings during the execution of projects. Train and oversee candidate construction project managers to ensure their registration as professional.

ENQUIRIES : Mr. F Tokwe Tel No: (051) 492 3718
POST 07/117 : CONSTRUCTION PROJECT MANAGER GRADE A REF NO: PWI 20/04 (X2 POSTS)
Project Management Unit (PMU)

SALARY : R718 059 per annum (An all-inclusive package) (OSD). The remuneration package consists of the basic salary, the Government's Employee Pension Fund and flexible portion, which may be structured in terms of the rule for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, housing allowance and medical aid assistance.

CENTRE : Bloemfontein

DUTIES : Guide the project planning, implementation, monitoring, reporting and evaluation in line with project management methodology. Create and execute project work plans and revise as appropriate to meet changing needs and requirements. Identify resources needed and assign individual responsibilities. Manage day-to-day operational aspects of a project and scope. Effectively apply methodology and enforce project standards to minimise risk on projects. Report project progress to Chief Construction Project Manager. Manage project budget and resources. Provide inputs to other professionals with tender administration. Liaise and interact with service providers, clients and management. Contribute to the human resources and related activities. Maintain the project management record system. Utilise resources allocated effectively. Keep up with new technologies and procedures. Research literature on new developments on project management methodologies. Liaise with relevant bodies/councils on project management. Give direction to team in realising the Chief Directorate's strategic objective. Develop action plans to execute strategic initiatives. Ensure proper implementation of the budget by monitoring, projecting and reporting expenditure. Monitor and report on the utilisation of equipment. Coordinate memorandum of understanding, service level agreements and expenditure review. Ensure that the division is adequately staffed. Evaluate and monitor performance and appraisal of employees. Ensure capacity and development of staff. Train discipline. Train and oversee Candidate Construction Project Managers.

ENQUIRIES : Mr. F Tokwe Tel No: (051) 492 3718
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: 06 March 2020

NOTE: Directions to applicants 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 CV), driver's license if required, identity document and a 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. Candidates will also be subjected to a competency assessment as well as a practical test. 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 applications are posted or hand 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. No e-mailed or faxed applications will be considered. 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 and previous employment verification). The Department reserves the right not to make appointments for the advertised post.

MANAGEMENT ECHELON

POST 07/118: DIRECTOR: SUPPLY CHAIN MANAGEMENT REF NO: FSPT 004/20

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

DUTIES: Oversee and monitor supply chain, assets, logistics and transport management in the Department. Manage demand and acquisition functions to ensure effective and efficient procurement of goods and services. Ensure effective implementation and management of supply chain management functions in line with the National Treasury SCM framework. Manage risks with regard to supply chain management in the Department to minimize risks and enhance performance with regard to supply chain management processes.
Manage logistics processes for effective and efficient payment of procured goods and services. Manage assets and disposal processes in the Department. Develop and implement sound supply chain management policies and procedures. Monitor the implementation and application of the Preferential Procurement Policy Framework Act (PPPFA) and Broad Based Black Economic Empowerment Act (B-BBEE). Respond to Auditor General’s audit queries on matters related to supply chain management. Serve as a member of Bid Evaluation Committees and provide technical guidance and assistance to the evaluation committees, specification committees and inter-departmental bid committees. Manage the resources of the Directorate to ensure proper functioning of the Directorate.

ENQUIRIES
: Mr. MP Mokoena Tel No: (051) 405 5449

OTHER POST

POST 07/119
: GRAPHIC DESIGNER REF NO: FSPT: 017/19
Re-advert Candidates who already applied for this post, need not re-apply, as their applications will still be considered.

SALARY
: R257 508 per annum (Level 07) (A basic salary)

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.

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)