

**PROVINCIAL ADMINISTRATION: NORTHERN CAPE
DEPARTMENT OF ECONOMIC DEVELOPMENT AND TOURISM**

This Department is an equal opportunity, affirmative action Employer. It is our intention to promote representatively (race, gender and disability) in the Department through the filling of these posts. All candidates whose transfer/promotion/appointment will promote representatively will receive preference.

- APPLICATIONS** : Applications quoting the relevant reference should be forwarded as follows: The Acting Head of The Department, Department of Economic Development and Tourism P/Bag X6108, Kimberley, 8300 or hand Deliver to MetLife Towers, (Post Office Building), 13th Floor (Registry Office), Kimberley.
- FOR ATTENTION** : Mr H. Williams
- CLOSING DATE** : 14 April 2020
- NOTE** : Applications must be submitted on form Z83, obtainable from any Public Service department, which must be originally signed (an unsigned or scanned Z83 form will disqualify an application). The application should be accompanied by a recently updated comprehensive CV as well as originally certified copies of all qualifications (matric certificate must also be attached) as well as an ID Document and Driver's license. Non-RSA citizens/Permanent residents permit holders must attach a copy of their Permanent Residence Permit to their application. Should you be in a possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). The specific reference number of the post must be quoted; Failure to submit all the requested documents will result in the application not being considered. All applications, including those submitted via registered mail must reach the department before 16:00 on the day of the closing date. Incomplete applications, faxed applications, scanned applications, e-mailed applications, or applications received after the closing date will be disqualified. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within 3 months of the closing date of this advertisement, please accept that your application was unsuccessful. The department reserves the right not to make appointments to the advertised posts. Please note suitable candidates will be subjected to a technical assessment as well as satisfactory personnel suitability checks (criminal record check, citizenship verification, financial-asset record check, qualification/study verification and previous employment verification. Successful candidates will also be subjected to a security clearance process. Women and persons with disabilities are encouraged to apply.

OTHER POSTS

- POST 12/110** : **REGISTRAR REF NO: NCPA/2020/1**
Re-advertisement and candidates who previously applied need not apply again
- SALARY** : R869 007 - R1 023 645.per annum (Levl 12) (Inclusive package)
- CENTRE** : Kimberley Office (Northern Cape Consumer Protection Authority).
- REQUIREMENTS** : LLB Degree. Admitted as an Advocate or Attorney. At least 8 years' appropriate post article legal experience. A valid driver's licence. Working knowledge of the Public Sector. Experience as a Registrar is essential. Good knowledge and application of the Consumer Legislation required. A good understanding of the legislative mandate of the Consumer Court. Working knowledge of the Consumer Court proceedings. Knowledge of relevant consumer legislation and its application. Good communication skills. Computer Literacy. Reliable, responsible and good time management skills. Managerial experience. Drafting experience. Case Management skills. Must have working knowledge of the Public Sector. Experience as Registrar in High Court, Magistrate's Court or Consumer Court essential.
- DUTIES** : Co-ordinate case flow management support processes to the Consumer Court. Issue all processes initiating court proceedings. Proper and diligent implementation of the PFMA in relation to the Consumer Court. Any administrative function that will promote the purpose of the Northern Cape Consumer Protection Act.
- ENQUIRIES** : Adv. D. P. Olivier Tel No: (053) 831 5562/3

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, Northern Cape Department of Health Private Bag X5049, Kimberley 8300 or 144 Du Toitspan Road Kimberley Hospital Complex, James Exum Building
- FOR ATTENTION** : Ms V. Solo, Acting Director Human Resource Management
- CLOSING DATE** : 14 April 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 representativity in line with the numerical targets as contained in our Employment Equity Plan.

OTHER POSTS

- POST 12/111** : **ASSISTANT MANAGER NURSING (MASTER TRAINER)**
- SALARY** : R562 800.per annum
CENTRE : John Taolo Gaetsewe District, Namakwa District, ZFM and Pixley Ka Seme District X1 post
REQUIREMENTS : Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse a minimum of 8 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 3 years of the period referred to above must be appropriate/ recognisable experience at management level, valid code 08 driver's licence and willingness to travel.
- DUTIES** : Coordinate and conduct training of Health Care Workers within the district, according to the training programme, provide professional and technical support to the implementers of the programme, to ensure quality patient care is rendered, manage clinical learning exposure to health workers, between the training unit and clinical area, conduct on-site training and supervision, develop and implement quality assurance programmes, guidelines, standard operating procedures and protocols, including norms and standards, participate in multi-disciplinary teamwork that promotes effective and efficient health outcome, compile and manage the skills audit of the district, generate training reports, monitor and evaluate the impact of training
- ENQUIRIES** : Ms ED Manyetsa, Tel No: (053) 8300 518
- POST 12/112** : **ASSISTANT MANAGER NURSING (TB CONTROLL PROGRAMME)**
- SALARY** : R562 800.per annum
CENTRE : Provincial Office x 1 post
REQUIREMENTS : Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse a minimum of 8 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 3 years of the period referred to above must be appropriate/recognisable experience at management level, valid code 08 driver's licence and willingness to travel.
- DUTIES** : Provide technical support to all hospitals on Management of Tuberculosis, develop and implement a case management model of care for TB in Hospitals, draft and Implement Standard Operating procedures for referral and linkage to care, ensure the availability of TB treatment/medication and laboratory supplies, ensure implementation of Infection preventing and control in hospital, Coordinate and report adverse drug events of TB in all hospitals, put systems in place for TB Surveillance and TB Notifications in hospitals, ensure implementation of new diagnostics for case finding in hospitals, ensure utilization of approved information systems in hospitals, analyse, validate data and report on performance of TB in Hospitals, collaborate with internal and external stakeholders to ensure TB in hospitals is addressed at all levels
- ENQUIRIES** : Ms S Katz, Tel No: (053) 8300- 521
- POST 12/113** : **CLINICAL PROGRAMME COORDINATOR GRADE 1 (HIV PREVENTION)**
- SALARY** : R444 276.per annum
CENTRE : John Taolo Gaetsewe District (X1 Post)
 ZF Mgcawu District
REQUIREMENTS : Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent Qualification that allows registration with SANC as a Professional Nurse Current Registration with SANC as Professional Nurse. A minimum of 7 year appropriate/recognisable nursing experience after registration as Professional Nurse with SANC in General Nursing. Valid Code 8 Drivers Licence.
- DUTIES** : Strengthen HIV & STI's prevention Strategies i.e. Medical Male Circumcision (MMC), HIV Testing Services (HTS), STI Programme, Key Population Programme, 90-90-90 Strategy, etc; Develop operational and improvement plans, coordinate outreach services for prevention strategies; Implement risk mitigation strategies, provide technical support to health facility clinicians and CHW's; Conduct Site and quality assurance visits at hospitals, institutions and facilities; Ensure adherence to standard operating procedures; Compile performance

management reports, undertake and undertake performance reviews; Force partnership with key stakeholders both internal and externally toward HIV/AIDS, STI and TB programmes.
 Ms S Katz, Tel No: (053) 8300 628/524

ENQUIRIES :

POST 12/114 : **CONTROL ENGINEERING TECHNICIAN GRADE A**

SALARY : R446 202.per annum
CENTRE : Robert Mangaliso Hospital Complex
REQUIREMENTS : National Diploma in Engineering or relevant qualification. Six (6) years post qualification technical (Engineering) experience. A valid drivers license. Compulsory registration with ECSA as an Engineering Technician. Competencies: Technical: Project management. Technical design and analysis knowledge. Research and development. Research and development. Computer-aided engineering applications. Knowledge of legal compliance. Technical report writing. Technical consulting. Generic: Problem solving and analysis. Decision making. Team work. Creativity. Financial management. Customer focus and responsiveness. Communication. Computer skills. Planning and organising. People management.

DUTIES : Manage Technical Services and support in conjunction with Engineers, Technologists and associates in field, workshop and technical office activities. Ensure the promotion of safety in line with statutory and regulatory requirements. Evaluate existing technical manuals, standard drawings and procedures to incorporate new technology and ensure quality assurance of technical designs with specifications and authorize/make recommendations for approval by the relevant authority. Manage administrative and related functions: Provide inputs into the budgeting process. Compile and submit reports as required. Provide and consolidate inputs to the technical/engineering operational plan. Ensure the development, implementation and maintenance databases and manage, supervise and control technical and related personnel and assets. Research and development: Continuous professional development to keep up with new technologies and procedures. Research/literature studies on technical engineering technology to improve expertise and to liaise with relevant bodies/councils on engineering-related matters.

ENQUIRIES : Dr Kantani, Tel No: (053) 8022124