

**PROVINCIAL ADMINISTRATION: FREE STATE  
DEPARTMENT OF ECONOMIC, SMALL BUSINESS DEVELOPMENT, TOURISM AND ENVIRONMENTAL  
AFFAIRS**

*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** : Quoting the reference number, applications must be forwarded to the Head of Department: Economic, Small Business Development, Tourism and Environmental Affairs, Private Bag X20801, Bloemfontein, 9300 / emailed to [tshedip@destea.gov.za](mailto:tshedip@destea.gov.za) / [majafak@destea.gov.za](mailto:majafak@destea.gov.za) / [ramailanef@destea.gov.za](mailto:ramailanef@destea.gov.za) or delivered by Hand at the Ground Floor Security Entrance, 113 St Andrews Building, St Andrew Street, Bloemfontein.
- FOR ATTENTION** : Ms M Parkies / Ms K Majafa / Ms F Ramailane
- CLOSING DATE** : 08 January 2021 at 16:00
- NOTE** : All short-listed candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment. All short listed candidates will be subjected to screening and security vetting to determine their suitability for employment, as well as qualification verification. Successful candidate will be expected to enter into a performance agreement. 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), 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 applications were unsuccessful. Please take note that communication will only be limited to short-listed candidates. The Department reserves the right not to appoint.

**OTHER POSTS**

- POST 28/89** : **BIODIVERSITY OFFICER CONTROL GRADE B: SPECIALIST & CRIMINAL INVESTIGATIONS REF NO: DESTEA 01/12/20**
- SALARY** : R846 618 – R1 192 365 per annum (An all-inclusive salary package) (OSD). The total package includes 70% basic salary, a state contribution to the Government Employee Pension Fund and flexible portion that may be structured in terms of the applicable guidelines. Appropriate salary will be determined according to the regulatory framework based on OSD.
- CENTRE** : Bloemfontein
- REQUIREMENTS** : Appropriate Bachelor's Degree/ Diploma in Environmental Science /Management/ Natural Science/ Law or Biodiversity Management or equivalent qualifications. Relevant experience in enforcement and compliance environment. Knowledge of relevant government regulations. Computer literacy and a valid driver's license.
- DUTIES** : Manage the development and implementation of compliance, enforcement and monitoring of all relevant environmental legislation, policies, standard procedures, guidelines and strategies. Facilitate the development and execution of policies, legislation, regulations and guidelines, nationally, provincially and locally. Plan, coordinate and render compliance monitoring plans for planned and ad-hoc

inspections. Manage compliance and enforcement operations and undertake investigations thereafter to further determine proper law enforcement actions. Facilitate criminal prosecutions, advocate cooperative governance in dealing with enforcement issues with NPA, SAPS, DWA, DEA, Municipalities, etc. Oversee law enforcement operations subject to EMI designation. Manage and conduct environmental compliance promotion and awareness in promoting environmental rights and justice. Assist in facilitating training/workshops for EMIs, SAPS, SANDF, Communities and other relevant stakeholders. Perform administrative and any other related functions. Manage human and financial resources of the Sub-directorate; i.e., human, asset (biological and physical) and financial resources. NB: The successful candidate will be expected to work long hours.

- ENQUIRIES** : Ms NM Nkoe, Tel. No: (051) 400 4918/4800
- POST 28/90** : **ENVIRONMENTAL OFFICER CONTROL GRADE B: AIR QUALITY REF NO: DESTEA 02/12/20**
- SALARY** : R846 618 – R1 192 365 per annum. (An all-inclusive salary package) (OSD). The total package includes 70% basic salary, a state contribution to the Government Employee Pension Fund and flexible portion that may be structured in terms of the applicable guidelines. Appropriate salary will be determined according to the regulatory framework based on OSD.
- CENTRE REQUIREMENTS** : Bloemfontein  
: Appropriate Bachelor's Degree/ Diploma in Environmental Science /Management/ Natural Science/ Law or Biodiversity Management or equivalent qualifications. Relevant experience in air quality environment. Knowledge of relevant government regulations. Computer literacy and a valid driver's license.
- DUTIES** : Management of development, implementation, monitoring and evaluation of policy instruments with regards to air quality management which will include but not limited to overseeing and management of development of policies, legislation, strategies, action plans, guidelines, norms and standards; ensure implementation of policies, legislation, strategies, action plans, guidelines and norms and standards; ensure the establishment and implementation of performance monitoring, evaluation and quality assurance processes; develop an integrated plan for air quality and climate change including the implementation of the legal statutes , norms, standards and guidelines; ensure ambient monitoring of criteria and non-criteria pollutants; provide support to spheres of government, stakeholders and internal clients on air quality and climate change related issues, advice municipalities on management and implementation and review of management of the implementation of Air Quality Management systems and plans which includes, develop, implement and review Air Quality Management Plan for the Province; initiate capacity building for municipalities; identify key operational and management components to form part of AQM Systems; facilitate the alignment of AQMPs with municipal IDPs. License atmospheric emitters and listed activities and provide, coordinate and ensure overall quality assurance on technical reports. (e.g. air quality reports, basic impact, scoping & environmental impact reports). Manage financial and human of the resources of the Sub-directorate. NB: The successful candidate will be expected to work long hours.
- ENQUIRIES** : Ms. NM Nkoe, Tel. No: (051) 400 4918/4800

#### **DEPARTMENT OF HEALTH**

- CLOSING DATE** : 30 December 2020
- NOTE** : Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at [www.gov.za/documents](http://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 six (6) 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

<b><u>POST 28/91</u></b>	:	<b><u>MEDICAL OFFICER: GRADE 1-3: REF NO: H/M/37</u></b>
<b><u>SALARY</u></b>	:	Grade 1: R821 205.per annum Grade 2: R938 964.per annum Grade 3: R1 089 693 per annum
<b><u>CENTRE REQUIREMENTS</u></b>	:	Elizabeth Ross Hospital, Witsieshoek : MBCHB or equivalent Degree. Registration as Medical Practitioner (Independent Practice) with the Health Professions Council of South Africa (HPCSA) in respect of South African qualified employees. Proof of current registration for 2020/2021. Experience: <b>Grade 1:</b> None after registration as Medical Practitioner with the Health Professions Council of South Africa (HPCSA) in respect of South African qualified employees. One-year relevant experience after registration as Medical Practitioner with recognized a foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. <b>Grade 2:</b> Minimum of 5 years after registration as Medical Practitioner with the Health Professions Council of South Africa (HPCSA) in respect of South African qualified employees. Minimum of 6 years' relevant experience after registration as Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. <b>Grade 3:</b> Minimum of 10 years after registration as Medical Practitioner with the Health Professions Council of South Africa (HPCSA) in respect of South African qualified employees. Minimum of 11 years' relevant experience after registration as Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Driver's license. Knowledge And Skills: Good communication and interpersonal skills.
<b><u>DUTIES</u></b>	:	To render comprehensive, curative, preventative and promotive Health Care Services at the hospital and catchment clinics during normal working hours. Implement quality standards, practices and treatment protocol to ensure correct and effective management of patients. Examination, diagnosis and treatment of patients in all wards and emergency department as per workload demands. Perform medico-legal/forensic examinations on victims of gender based violence and assault. Application of gender medical principles of care to patients and relatives. Facilitation of staff training and on-going Medical Education. Ability to work with people outside of the medical Sphere, such as Police, NPA and NGO's involved in the holistic care of this subset of patients. After hours participation in call roster. Take an active role in the development of high quality services in line with Batho-pele principles. Participate in outreach programs, training and appropriate supervision of Intern Medical Officers. Assist with administrative and other duties when required. To facilitate clinical service functioning.

**ENQUIRIES** : Dr M P Setlaba, Tel No: (058) 718 4000  
**APPLICATIONS** : To Be Send To: The Chief Executive Officer, Elizabeth Ross Hospital, (Contact Person: Mr N A Mashinini), Private Bag X804, Witsieshoek, 9866

**POST 28/92** : **PHARMACIST: GRADE 1-3: REF NO: H/P/36**

**SALARY** : Grade 1: R693 372 per annum  
Grade 2: R751 026 per annum  
Grade 3: R821 205 per annum (OSD)

**CENTRE** : Thabo Mofutsanyana District  
**REQUIREMENTS** : Appropriate bachelor of Pharmacy Degree. Registration with the SAPC as a Pharmacist. Experience: **Grade 1:** None after registration with the SAPC as a Pharmacist in respect of South African qualified employees. One-year relevant experience after registration as Pharmacist with recognized a foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 2:** Minimum of 5 years after registration a Pharmacist with the SAPC as a Pharmacist of South Africa (HPCSA) in respect of South African qualified employees. Minimum of 6 years' relevant experience after registration as Pharmacist with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 3:** Minimum of 13 years after registration as a Pharmacist with the Health Professions Council of South Africa (HPCSA) in respect of South African qualified employees. Minimum of 14 years' relevant experience after registration as a Pharmacist with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Knowledge And Skills: Good interpersonal relations. Knowledge of good pharmacy practice.

**DUTIES** : Render a comprehensive, professional and quality pharmaceutical service in the form of support, assistance, execution of duties and performing of acts, in line with relevant policies, standard operational procedures and legislation. Reading and preparation of prescriptions, the selection, manipulation or compounding of the medicine, the labelling and supply of the medicine in an appropriate container. Dispensing of medication: Giving medicine information and patient counselling in order to supply patients with their prescribed medicines to ensure better health and patient outcomes. Deliver emergency services. Management and control of medicine stock: Issuing of ward stock and scheduled medication, calculating stock levels, conduct ward rounds. Check emergency trolleys/ rooms, visit clinics, control expired medication, maintain drug registers (schedule 5, 6 and donation). Ensure adherence to the Supply Chain Management procedures and to the Statutory Regulations (Pharmacy act, Medicines control act) with: Stock taking procedures. Ordering and receiving of stock. Storage of stock, maintain stock cards, record keeping. Distribution and redistribution of stock. Ensure adherence to Good Pharmacy Practice rules and regulations. Training of staff: Pharmacist assistants, Interns and other pharmacy support personnel. Monitoring treatment to workers due to occupational injury. Keeping of statistics, compiling of reports. Where acting as a responsible pharmacist: Control the budget. Supervision of pharmacy personnel. Ensure implementation of the referral system. Attend meetings. Implement and maintain the infection control policy. Other: Dialysis. Stoma therapy. Sterile preparations. Monthly meetings with team to discuss ART issues and discuss case scenarios.

**ENQUIRIES** : Mr S Shabangu Tel No: (058) 713 0515 ext 144  
**APPLICATIONS** : To Be Send To: The Chief Executive Officer, Thabo Mofutsanyana District, Private Bag x824, Witsieshoek, 9870 or hand delivered @ Ombudsman Building, Mampoi Road, Phuthaditjhaba.

**FOR ATTENTION** : Mr M S Shabangu

**POST 28/93** : **ASSISTANT MANAGER NURSING: (PNA-7) REF NO: H/A/50**

**SALARY** : R562 800 per annum (OSD)  
**CENTRE** : Fezi Ngubentombi Hospital, Sasolburg

<b><u>REQUIREMENTS</u></b>	:	Registration with the SANC as Professional Nurse. A minimum of 8 years appropriate/ recognizable experience in nursing after registration with the SANC as Professional Nurse in General Nursing. At least 3 years of the period referred to above must be appropriate/recognizable experience at management level. Knowledge and Skills: Demonstrate in-depth understanding of nursing legislation and related legal and ethical nursing practice and how it impacts on service delivery. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility. Demonstrate a basic understanding of HR and Financial policies and practices. Knowledge of the Public Service Act, Public Finance Act and Mental Health Act. Good communication skills. Computer literacy. Ability to work independently and in a multi-disciplinary team context. Analytic thinking independent decision making and problem solving skills. Responsive and proactive with flexible approach. Good co-ordination and planning skills. Complaints management skills.
<b><u>DUTIES</u></b>	:	Coordinating optimal, holistic nursing care with set standards and within a professional/legal framework. Manage effectively the supervision and utilization of resources. Implementation of complaints management policy. Ensure management of adverse events in line with prescripts. Ensure adherence to reports and statistics. Develop and monitor policy implementation within the facility. Do critical assessments for compliance with national and professional standards where necessary in support of facility. Incident management including clinical risk management. Coordination of the provision of effective training and research. Maintain professional growth/ethical standards and self-development. Ensure compliance to National Core Standards and Ideal Hospital. Act as a call Centre Manager for Nursing
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Me. M. Ramagole, Telephone number: (016) 970 9418
<b><u>FOR ATTENTION</u></b>	:	To The Chief Executive Officer, Fezi Ngubentombi Hospital, Private Bag X2017, Sasolburg, 1947 Me S M Mokadi
<b><u>POST 28/94</u></b>	:	<b><u>OPERATIONAL MANAGER: PNB-3: (OCCUPATIONAL HEALTH AND SAFETY) REF NO: H/O/37</u></b>
<b><u>SALARY CENTRE REQUIREMENTS</u></b>	:	R562 800 per annum (OSD) Elizabeth Ross Hospital, Witsieshoek 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, 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. Driver's license. Computer literacy. Knowledge and Skills: Occupational Health and Safety Act. Good communication skills.
<b><u>DUITES</u></b>	:	Develop, implement and improve Health and Safety plans/ programmes and procedures in the workplace. Ensure and maintain compliance of the facility with the Health and Safety Regulations. To ensure that a comprehensive nursing treatment and care service is delivered to staff in a cost effective, efficient and equitable manner by the speciality unit. Ensure compliance to professional and ethical practice in management of staff. Identify OHS related training needs in the workplace.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Me M A Mosase Tel No: (058) 718 4000
<b><u>FOR ATTENTION</u></b>	:	To be send to: The Chief Executive Officer, Elizabeth Ross Hospital, Private Bag X804, Witsieshoek, 9866 Me D M Tamme
<b><u>POST 28/95</u></b>	:	<b><u>CLINICAL PROGRAM COORDINATOR: PNA-5: INFECTION CONTROL REF NO: H/C/62</u></b>
<b><u>SALARY CENTRE</u></b>	:	R444 276 per annum (OSD) Fezi Ngubentombi Hospital, Sasolburg

**REQUIREMENTS** : Diploma/Degree in Nursing in Infection Prevention and Control, 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: Good communication skills. Computer literacy. Ability to promote quality patient care. Leadership, change and general management, teaching and training skills. Ability to work independently, under pressure, co-operatively with colleagues and stakeholders at all levels.

**DUTIES** : Conduct Infection Prevention and Control training to all categories of personnel, especially with matters that relate to their work environment. Collates data regarding hospital infections acquired in any given month in order to ensure that it remains below national norm. Develop strategies aimed at preventing and maintaining the rate of hospital acquired infections as informed by identified micro-organisms and their mode of spread e.g. contamination, droplet (air-borne). Monitors frequent changing of air filters by technical services, at least six monthly intervals and keep proper record thereof. Organize campaigns that are aimed at improving the knowledge and skills of personnel with regard to infection prevention and control e.g. hand wash, wound dressing, etc. Conduct spot check/unannounced visit into the departments to ensure that safe infection prevention and control practices are adhered to and upheld at all time during encounters with patients. E.g. observing the aseptic technique during performance of invasive procedures. Interacts with stakeholders (external), which are mainly concerned with introduction of the latest equipment, material or methods of infection prevention and control. Development, implementation and reviewing of policies related to infection prevention and control. Orientation and induction of infection prevention and control to all newly appointed personnel so that they are acquainted with the organizational culture of the institution. Develop quality improvement projects as informed by challenges identified that would otherwise pose threats to the well-being of the beneficiaries of the service. Act in an advisory capacity to hospital management about the latest developments in the field of infection prevention and control and improved methods of embarking upon activities which will result in better outcomes.

**ENQUIRIES** : Me. M. Ramagole Tel No: (016) 970 9418  
**APPLICATIONS** : To The Chief Executive Officer, Fezi Ngubentombi Hospital, Private Bag X2017, Sasolburg, 1947.

**FOR ATTENTION** : Me S M Mokadi

**POST 28/96** : **PROF NURSE: PNB-1: THEATRE REF NO: H/P/38**

**SALARY** : R383 226 per annum (OSD)  
**CENTRE** : Fezi Ngubentombi Hospital, Sasolburg  
**REQUIREMENTS** : Diploma/Degree in nursing or equivalent qualification. Registration with the SANC as Professional Nurse. A minimum of 4 years appropriate/recognizable experience in nursing after registration with SANC as a Professional Nurse plus a post-basic nursing qualification with a duration of at least 1-year post - basic in Operating Theatre Science accredited with SANC. Must be willing to work shifts. Knowledge and Skills: Good communication skills. Ability to provide holistic care. Knowledge of the management of people, financial and conflict, management. Computer literacy.

**DUTIES** : Provision of optimal, holistic specialized nursing care with set standards and within a professional/Legal framework. Effective utilization of resources (Human & Material). Provide comprehensive nursing treatment and care to patients in a speciality unit in a cost effective, efficient and equitable manner. Participate and Coordinate the provision of effective training and research for nursing services. Provision of support to nursing services. Maintain professional growth/ethical standards and self-development. Act as shift leader in Unit (where necessary). Provision of administrative services. Provision of clinical services, usage of machineries and equipment.

**ENQUIRIES** : Me. M. Ramagole Tel No: (016) 970 9418  
**APPLICATIONS** : To The Chief Executive Officer, Fezi Ngubentombi Hospital, Private Bag X2017, Sasolburg, 1947.

**FOR ATTENTION** : Me S M Mokadi

**POST 28/97** : **PROF NURSE: PNB-1: PAEDIATRICS REF NO: H/P/37**

**SALARY** : R383 226 per annum (OSD)  
**CENTRE** : Fezi Ngubentombi Hospital, Sasolburg  
**REQUIREMENTS** : Diploma/Degree in nursing or equivalent qualification. Registration with the SANC as Professional Nurse. A minimum of 4 years appropriate/ recognizable experience in nursing after registration with SANC as a Professional Nurse plus a post-basic nursing qualification with a duration of at least 1-year post - basic in Paediatrics Science accredited with SANC. Must be willing to work shifts. Knowledge and Skills: Good communication skills. Ability to provide holistic care. Nursing Administration. Knowledge of the management of people, financial and conflict, management. Computer literacy.

**DUTIES** : Provision of optimal, holistic specialized nursing care with set standards and within a professional/Legal framework. Effective utilization of resources (Human & Material). Provide comprehensive nursing treatment and care to patients in a speciality unit in a cost effective, efficient and equitable manner. Participate and Coordinate the provision of effective training and research for nursing services. Provision of support to nursing services. Maintain professional growth/ethical standards and self-development. Act as shift leader in Unit (where necessary). Provision of administrative services. Provision of clinical services, usage of machineries and equipment.

**ENQUIRIES** : Me. M. Ramagole, Tel No: (016)970 9418  
**APPLICATIONS** : To The Chief Executive Officer, Fezi Ngubentombi Hospital, Private Bag X2017, Sasolburg, 1947.

**FOR ATTENTION** : Me S M Mokadi

**POST 28/98** : **PROF NURSE: PNB-1: PRIMARY HEALTH CARE REF NO: H/P/33**

**SALARY** : R383 226 per annum (OSD)  
**CENTRE** : Thabo Mofutsanyana District  
**REQUIREMENTS** : Diploma/Degree in nursing or equivalent qualification that allows registration with the South African Nursing Council. A minimum of 4 years appropriate/recognizable experience in nursing after registration with SANC as a Prof Nurse plus a post-basic nursing qualification with a duration of at least 1 year, accredited with SANC. Knowledge and Skills: Understanding of nursing legislation and related legal and ethical nursing practices. Perform a clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Effective management of resources. Implementation of ministerial injunctions. Management of projects and campaigns in the facility.

**DUTIES** : Provide comprehensive nursing treatment and care to patients in a cost effective, efficient and equitable manner. Act as shift leader in the unit where necessary. Ensure the implementation of PHC Services in line with the Department Strategic Goals. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility.

**ENQUIRIES** : Mr S Shabangu Tel No: (058) 713 0515 ext 144  
**APPLICATIONS** : To be send to: The Chief Executive Officer, Thabo Mofutsanyana District, Private Bag x824, Witsieshoek, 9870 or hand delivered @ Ombudsman Building, Mampoi Road, Phuthaditjhaba.

**FOR ATTENTION** : Mr M S Shabangu

**POST 28/99** : **ASSISTANT DIRECTOR: MONITORING AND EVALUATION REF NO: H/A/48**

**SALARY** : R376 596 per annum (Level 09)  
**CENTRE** : Thabo Mofutsanyana District  
**REQUIREMENTS** : An appropriate experience Bachelor's degree or Diploma relevant to Health or Social Science or in Commerce plus 3-5 years' functional experience of which 3 years must be on supervisory level. Knowledge and Skills: Working in a monitoring and evaluation field will be an added advantage. Experience in engaging with stakeholders at all levels including but not limited to politicians. Ability to work in a team. Excellent oral and written skills. Ability to liaise with all sectors and government departments.

**DUTIES** : Coordinating the development for Monitoring and Evaluation capacity for Thabo Mofutsanyana District. Coordinate and support routine monitoring and evaluation of oversight of all programs within the Thabo Mofutsanyana District. Coordinate and support development and organizational quality improvement plans for the district. Generate monthly district response updates for the Thabo Mofutsanyana District in all relevant programmes. Provide updated figures for regular progress reports as requested in a timely fashion.

**ENQUIRIES APPLICATIONS** : Mr S Shabangu Tel No: (058) 713 0515 ext 144  
: To The Chief Executive Officer, Thabo Mofutsanyana District, Private Bag x824, Witsieshoek, 9870 or hand delivered @ Ombudsman Building, Mampoi Road, Phuthaditjhaba.

**FOR ATTENTION** : Mr M S Shabangu

**POST 28/100** : **DIETICIAN: GRADE 1-3 REF NO: H/D/28**

**SALARY** : Grade 1: R317 976 per annum  
Grade 2: R372 810 per annum  
Grade 3: R439 164 per annum OSD

**CENTRE REQUIREMENTS** : Thabo Mofutsanyana District  
: BSc Dietetics Degree. Experience: **Grade 1:** None after registration with the HPCSA as a Dietician in respect of South African qualified employees who performed Community Service, as required in South Africa. One-year relevant experience after registration with the HPCSA as a Dietician in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 2:** Minimum of 10 years' relevant experience after registration with the HPCSA in the relevant profession (where applicable) in respect of South African qualified employees who performed Community Service, as required in South Africa. Minimum of 11 years' relevant experience after registration with the HPCSA in the relevant profession (where applicable) in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. **Grade 3:** Minimum of 20 years' relevant experience after registration with the HPCSA in the relevant profession (where applicable) in respect of South African qualified employees who performed Community Service, as required in South Africa. Minimum of 21 years' relevant experience after registration with the HPCSA in the relevant profession (where applicable) in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Knowledge and Skills: Good interpersonal relations. Computer literacy.

**DUTIES** : Render preventative Nutrition Services (including growth monitoring, education, etc) in the surrounding clinics. Diet prescriptions for patients. Help with food management of the hospital. Participate in quality Improvement Programmes. Rendering of nutritional counselling services. Prescription and authorization of special diet products. Implementation of guidelines for the maintenance of healthy nutritional practices. Compilation and implementation of information pamphlets on nutrition. Plan and implement a suitable programme for an individual or group.

**ENQUIRIES APPLICATIONS** : Mr S Shabangu Tel No: (058) 713 0515 ext. 144  
: To: The Chief Executive Officer, Thabo Mofutsanyana District, Private Bag x824, Witsieshoek, 9870 or hand delivered @ Ombudsman Building, Mampoi Road, Phuthaditjhaba

**FOR ATTENTION** : Mr M S Shabangu

**POST 28/101** : **SOCIAL WORKER: GRADE 1-4 REF NO: H/S/72**

**SALARY** : Grade 1: R257 592 per annum (OSD)  
Grade 2: R316 794 per annum (OSD)  
Grade 3: R384 228 per annum (OSD)  
Grade 4: R472 551 per annum (OSD)

**CENTRE REQUIREMENTS** : Thabo Mofutsanyana District  
: Bachelor of Social Work. Registration with the SACSSP as a Social Worker. Experience: **Grade 1:** None. **Grade 2:** A minimum of 10 years' appropriate experience in social work after registration as a Social Worker with the SACSSP.



- Grade 3:** A minimum of 20 years' appropriate experience in social work after registration as a Social Worker with the SACSSP. **Grade 4:** A minimum of 30 years' appropriate experience in social work after registration as a Social Worker with the SACSSP. Knowledge and Skills: Good interpersonal relations. Computer literacy. To provide social work services through the promotion of social change, problem solving in human relationships and the empowerment and liberation of people to enhance social well-being.
- DUTIES** : To provide social work services through the promotion of social change, problem solving in human relationships and the empowerment and liberation of people to enhance social well-being.
- ENQUIRIES** : Mr S Shabangu Tel No: (058) 713 0515 ext 144
- APPLICATIONS** : To be send to: The Chief Executive Officer, Thabo Mofutsanyana District, Private Bag x824, Witsieshoek, 9870 or hand delivered @ Ombudsman Building, Mampoi Road, Phuthaditjhaba.
- FOR ATTENTION** : Mr M S Shabangu
- POST 28/102** : **MONITORING AND EVALUATION PRACTITIONER REF NO: H/M/38**
- SALARY** : R257 508 per annum (Level 07)
- CENTRE** : Regional Training Centre: HRD Corporate Office: Bloemfontein
- REQUIREMENTS** : Diploma or relevant qualification in Monitoring & Evaluation. Valid driver's license. Knowledge and Skills: 2 Years' experience in monitoring & evaluation, in data management & skill smart system. Experience in audio-visual (AVC) system operation. Computer Literacy. Good communication & interpersonal skills. Ability to manage time excellently, be conscious about deadlines. Knowledge of the current health Information system operations. Ability to work independently, under pressure, strong negotiation skills. Willing to work extended hours & travel extensively. Intensive knowledge & application of Training Dora Indicators Knowledge of all Clinical training programs & policies & guidelines thereof.
- DUTIES** : Develop and implement M & E system and Policy for the Regional Training Center. Provide leadership & guidance in data reliability, completeness & accuracy. Analyze changes and patterns in key indicators, and information management performance reports & make recommendations and strategies to close the gap. Develop quality data monitoring tools & handle troubleshooting Provide capacity building to the team. Compile Reports.
- ENQUIRIES** : Me V N K Vanqa, Tel No: (051) 408 1741 /1289
- APPLICATIONS** : To be send to: 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

#### **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, Human Resources Management Directorate. P.O Box 7551, Bloemfontein 9300 OR Applications that are hand delivered must be brought at 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** : 08 January 2021
- 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), driver's license, identity document and a C.V. (Separate application for every vacancy). 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. 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 28/103** : **ASSISTANT DIRECTOR: INTERNAL CONTROL REF NO: PWI 20/29 (X1 POST)**  
Directorate: Finance Management Directorate

**SALARY** : A basic salary of R376 596 per annum (Level 09)  
**CENTRE** : Bloemfontein  
**REQUIREMENTS** : A three year tertiary qualification in Finance/Accounting or Auditing, Relevant working experience in the field of internal control, finance and/or auditing experience. Knowledge of Financial and SCM prescripts (GAAP and GRAP standards) and international Accounting standards. Working knowledge of Government. Financial systems (BAS, PERSAL, & LOGIS). Knowledge and understanding the PFMA, Treasury Regulations, Supply Chain Management Framework, National Treasury Guidelines on Irregular and Fruitless and Wasteful expenditure. Good communication skills both written and verbal. Ability to work under pressure and meet deadlines. Willingness to work irregular hours.

**DUTIES** : Manage the irregular, fruitless and wasteful expenditure investigation process. The effective investigation of cases of irregular and fruitless & wasteful expenditure presented to relevant committees. Review, analyse and verify the correctness of investigation findings. Produce comprehensive investigation reports with appropriate recommendations. Verify all Logis payment documents, in accordance with a checklist, for correctness and appliance in terms of PFMA, Treasury Regulations, financial Delegations, SCM Policies and all applicable internal financial circulars. Authorise Logis payments. Responsible for safekeeping of all applicable financial documents. Ensure irregular and fruitless and wasteful expenditure registers are updated after adjudication. Review adequacy of evidence gathered to substantiate the investigation conclusion. Regularly review and submit progress reports on the investigation. Arrange and hold information sharing sessions with staff on causes of irregular and fruitless and wasteful expenditure. Compile and present report on causes of irregular and fruitless and wasteful expenditure.

**ENQUIRIES** : Ms N Jordaan Tel No: 051 492 3783

**POST 28/104** : **CHIEF WORKS INSPECTOR: MECHANICAL REF NO: PWI 20/30 (X1 POST)**  
Directorate: Chief Directorate Works Construction and Maintenance

**SALARY** : A basic salary of R316 791 per annum (Level 08)  
**CENTRE** : Bloemfontein  
**REQUIREMENTS** : A relevant, recognised diploma/degree in Engineering mechanical studies or equivalent qualification plus appropriate technical experience in the built environment Or a N3 Certificate and passed Trade Test in terms of the Provisions of section 12(2)(h) of the Manpower Training Act, 1981, as amended or Certificate issued under the provisions of the Repealed Section 27 of the same act plus appropriate technical experience in the built environment or Engineering Technicians with the Engineering Council of South Africa may also apply. A valid driver's license. Computer literacy. Willingness to work irregular hours. Good Communication (Verbal and Written) Skills. Recommendation: Registration as certified building inspector with the South African Council for the Construction Project Management Professions will be a strong recommendation.

**DUTIES** : Manage minor Works maintenance projects, unplanned maintenance, with reference to the Mechanical discipline. Identify needs and requirements of new work and repairs through the investigation of customer complaints and new services required. Render an inspection service work done on new projects and existing structures. Manage the activities of contractors on project site. Oversee the work of contractors through inter alia the following: Advice and guide contractors and in-house projects in respect of the relevant legislation and regulations inclusive of Construction OHS. Gather and submit information in terms of the expanded public works programme. Supervise the performance and conduct

		of Works Inspectors. Oversee, mentor and assist junior staff to acquire registration as certified building inspector.
<b><u>ENQUIRIES</u></b>	:	Mr M Ndlebe Tel No: 051 492 3908
<b><u>POST 28/105</u></b>	:	<b><u>CHIEF WORKS INSPECTOR: ELECTRICAL REF NO: PWI 20/31 (X1 POST)</u></b> Directorate: Chief Directorate Works Construction and Maintenance
<b><u>SALARY</u></b>	:	A basic salary of R316 791 per annum (Level 08)
<b><u>CENTRE</u></b>	:	Kroonstad
<b><u>REQUIREMENTS</u></b>	:	A relevant, recognised diploma/degree in Engineering electrical studies or equivalent qualification plus appropriate technical experience in the built environment Or a N3 Certificate and passed Trade Test in terms of the Provisions of section 12(2)(h) of the Manpower Training Act, 1981, as amended or Certificate issued under the provisions of the Repealed Section 27 of the same act plus appropriate technical experience in the built environment or Engineering Technicians with the Engineering Council of South Africa may also apply,. A valid driver's license. Computer literacy. Willingness to work irregular hours. Good Communication (Verbal and Written) Skills. Recommendation: Registration as certified building inspector with the South African Council for the Construction Project Management Professions will be a strong recommendation.
<b><u>DUTIES</u></b>	:	Manage minor Works maintenance projects, unplanned maintenance, with reference to the Electrical discipline. Identify needs and requirements of new work and repairs through the investigation of customer complaints and new services required. Render an inspection service work done on new projects and existing structures. Manage the activities of contractors on project site. Oversee the work of contractors through inter alia the following: Advice and guide contractors and in-house projects in respect of the relevant legislation and regulations inclusive of Construction OHS. Gather and submit information in terms of the expanded public works programme. Supervise the performance and conduct of Works Inspectors. Oversee, mentor and assist junior staff to acquire registration as certified building inspector.
<b><u>ENQUIRIES</u></b>	:	Mr M Ndlebe, Tel No: 051 492 3908
<b><u>POST 28/106</u></b>	:	<b><u>CHIEF SECURITY OFFICER (X6 POSTS)</u></b> Directorate: Security Services Regional Offices
<b><u>SALARY</u></b>	:	A basic salary of R257 508 per annum (Level 07)
<b><u>CENTRE</u></b>	:	Region: Motheo /Xhariep Ref No: PWI 20/32 (X4 Posts) Thabo Mofutsanyane Ref No: PWI 20/33 (X2 Posts) Fezile Dabi/ Lejweleputswa Ref No: PWI 20/34 (X1 Post)
<b><u>REQUIREMENTS</u></b>	:	Grade 12 and relevant experience in the security environment, preferably in a supervisory position. Registration with PSIRA. Successful candidates will be expected to undergo a security clearance. Recommendations: National Diploma in Security Management will be an added advantage. Investigation skills will be an advantage. Prepared to work shifts. Prepared to be rotated between buildings. Good verbal and written communication skills. Good interpersonal skills. Ability to work independently. Experience in working in community based safety and security structures.
<b><u>DUTIES</u></b>	:	Manage the security functions, maintain and develop department security policies and which includes the following: Identify risks and threats to the security of the department and develop relevant policies and/or procedures to address these matters. Monitor compliance to security procedures and/or policies and initiate corrective/disciplinary steps in cases of non-adherence/compliance. Develop, coordinate and conduct awareness programmes within the department. Administrative and related functions authorizing leave, approve / authorize rosters, shift schedules and overtime, monitor performance of employees and determine training needs, identify and make recommendations on resource requirements and make inputs into budget processes. Conduct security investigations, examine all reported incidences of security breaches to determine the level of investigation required. Gather information through interviews or obtaining physical evidence. Liaise with all stakeholders / role-players. Compile reports.
<b><u>ENQUIRIES</u></b>	:	Mr TN Dhlamini Tel No: 051-492 3837

## 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 applications that are hand delivered must be brought to the foyer of Fidel Castro Building where they must be placed in the appropriately marked box at: Security, ground floor, Fidel Castro Building, Cnr. Markgraaf and Miriam Makeba Streets, Bloemfontein.
- FOR ATTENTION** : Mr. I B Pheello, Tel No: (051) 405 5069
- CLOSING DATE** : 08 January 2021
- 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), identity document, driver's license (if required) and a C.V. Applicants are requested to complete the Z.83 form properly and in full. The department, post name and reference number of the advertised post should be stated on the Z.83. Documents accompanying the C.V. should not be copies of certified copies. Only documents certified by the SAPS or holders of offices as Published by the Minister of Justice in terms of Section 6 of the Justices of the Peace and Commissioners of Oaths Act, 1963 (Act 16 of 1963) who are designated to be commissioners of oaths, will be accepted. Candidates will also be subjected to a practical test. 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. No e-mailed or faxed applications will be considered. 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 verification and reference checks). The Department reserves the right not to make appointments on the advertised post(s).

## OTHER POST

- POST 28/107** : **DEPUTY DIRECTOR: SECURITY SERVICES, ETHICS MANAGEMENT AND ANTI-CORRUPTION REF NO: FSPT 006/20**
- 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 Degree (NQF 7 or higher) in Security Management or equivalent qualification with a minimum of three (3) years' relevant experience. Administrative knowledge, Computer literacy (MS Office), MISS Document, Relevant Prescripts, Investigation Procedures, Cost benefit analysis, Human Resources Practice and the Ability to analyze.
- DUTIES** : Manage the total security functions (personnel, document, information, physical, communications, computer and surveillance security) and vetting of officials within the Department. Advise management about the security implications of management decisions. Create, develop and maintain security training and capacity building for the Department. Manage and execute the ethics management

**ENQUIRIES**

programme and anti-corruption strategy for the Department. Human Resources of  
Sub-directorate.  
: Mr. S B Mhlambi Tel No: (051) 405 4072