

**PROVINCIAL ADMINISTRATION: FREE STATE
DEPARTMENT OF HEALTH**

CLOSING DATE : 21 June 2021

NOTE : Applications must be submitted on new Z83 form. "Applicants are advised that until 31 December 2020 the current application for employment (Z83) form will be applicable, however from 1 January 2021, a new application for employment (Z83) form will be effective. Should an individual wish to apply for a post on or after 1 January 2021, he/she will be required to submit the new application for employment form which can be downloaded at www.dpsa.gov.za-vacancies. From 1 January 2021 should an application be received using the incorrect application for employment (Z83), it will not be considered." 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.

ERRATUM: Kindly note that the post of Head Clinical Unit Grade1: (Universitas Academic Hospital Bloemfontein) with Ref No: H/H/29 advertised in Public Service Vacancy Circular 17 dated 14 May 2021 with closing date of 04 June 2021, has been withdrawn.

OTHER POSTS

POST 20/253 : **CLINICAL MANAGER GRADE 1: REF NO: H/C/20**

SALARY : R1 173 900 per annum (OSD)

CENTRE : Bongani Regional Hospital: Welkom

REQUIREMENTS : A Degree. A minimum of 3 years' appropriate experience as Medical Practitioner after registration with HPCSA. Proof of registration for 2021/2022. Attach proof of working experience endorsed by Human Resource. Knowledge and Skills: Ability to work independently and in a multi-disciplinary team context. Analytical thinking, independent decision making and problem solving skills. Responsive and pro-active with flexible approach. Good co-ordination and planning skills. Experience in root cause analysis process or medical legal processes. Time management. Communication and interpersonal skills. Computer literacy. Creative and innovative. Professionalism. Confidentiality.

DUTIES : To manage the hospital's Clinical Service and clinical support service to ensure its effective and efficient delivery of quality service. Ensure integration of clinical

services, clinical support service and nursing service. Develop, implement, monitor and evaluate operational plans for clinical services and clinical support service. Co-operation, liaison and communication with all stakeholders. Manage outreach programs from level II and III institutions and outreach to primary Health Care Clinics. Responsible for managing medico legal risk and ethical dilemmas. To ensure the implementation of policies and protocols. To carry out tasks as delegated by the CEO. Manage Finance and Human Resources of Clinical services.

ENQUIRIES : Dr TP Mabina Tel No: (057 916 1300)
APPLICATIONS : The Chief Executive Officer, Bongani Regional Hospital, Private Bag X 29, Welkom.

FOR ATTENTION : Me T Venter
NOTE : Applicants might be required to enter into a commuted overtime contract.

POST 20/254 : **HEAD CLINICAL UNIT ORTHOPAEDIC GRADE 1 REF NO: H/H/30**

SALARY : R1 173 900 per annum (OSD)
CENTRE : Boitumelo Regional Hospital: Kroonstad
REQUIREMENTS : A Degree. Registration as a Medical Specialist in a normal Specialty or in a sub specialty with HPCSA. A minimum of 3 years' appropriate experience as Medical Specialist after registration with HPCSA in a normal Specialty or in a recognized sub-specialty. Proof of registration for 2021/2022. Attach proof of working experience endorsed by Human Resource. Knowledge and Skills: Computer literacy.

DUTIES : Demonstrate an in-depth understanding of nursing legislation and related legal and ethical nursing practices and how this impacts on service delivery. To ensure that a comprehensive nursing treatment and care service is delivered to patients in a cost effective, efficient and equitable manner in the Unit. Ensure clinical nursing practice by the nursing team (unit) is in accordance with the scope of practice and nursing standards as determined by the relevant health facility. 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 Human Resources and financial policies and practices.

ENQUIRIES : Dr TP Mabina Tel No: (057 916 1300)
APPLICATIONS : The Chief Executive Officer, Boitumelo Regional Hospital, Private Bag X47, Kroonstad, 9499. Hand delivery to: Boitumelo Regional Hospital.

FOR ATTENTION : Ms. ML November
NOTE : Applicants might be required to enter into a commuted overtime contract.

POST 20/255 : **ASSISTANT DIRECTOR: PNA7 REF NO: H/A/34**

SALARY : R562 800 per annum (OSD)
CENTRE : Regional Training Centre HRD: Corporate Office
REQUIREMENTS : 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 Valid driver's license. Proof of registration for 2021/2022. Attach proof of working experience endorsed by Human Resource. Knowledge and Skills: Good communication and interpersonal skills. Good understanding of Skills Development policies and HIV/ AIDS management and treatment policies and guidelines. Ability to work independently, strong negotiation and organizational skills. Possess conflict management & problem solving skills. Be able to work under pressure & extended hours. Be willing to travel extensively. Knowledge of ALL Clinical programs, including WBPHCOT Program. Computer Literacy.

DUTIES : Supervision & management of RTC Personnel. Management of RTC training & training resources. Management of RTC Unit in the absence of the Manager. Assist in developing training strategies. Give support to Trainers and Learners. Communication with internal & external Stake-holders. Development of training policies & learning curriculum. Compile reports. Monitor quality of trainings.

ENQUIRIES : Me N.P. Mdalana Tel No: (051) 408 1814

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 : Me N.I. Plank

POST 20/256 : **CLINICAL PROGRAM CO-ORDINATOR: PNA5: REF NO: H/C/21 (X2 POSTS)**

SALARY : R444 276 per annum (OSD)

CENTRE : Thabo Mofutsanyana District

REQUIREMENTS : Diploma or degree in Nursing with Nursing Education that allows registration with SANC as Professional Nurse. Current Registration with South African Nursing Council as a Professional Nurse. A minimum of 7 years appropriate/recognizable experience in nursing after registration as a Professional nurse with SANC in General Nursing. Current registration with the South African Nursing Council (SANC). Valid driver's license. Offer will be based on proven years of experience. Attach proof of working experience endorsed by Human Resource Proof of registration for 2021/2022. Attach proof of working experience endorsed by Human Resource. Knowledge And Skills: Good communication and interpersonal skills. Good understanding of Skills Development policies and HIV/ AIDS management and treatment policies and guidelines. ALL treatment policies and guidelines. Ability to work independently, under pressure, strong negotiation, problem solving & conflict management skills. Be willing to travel extensively. Knowledge of ALL Clinical programs, including WBPHCOT Program and facilitation skills. Computer Literacy.

DUTIES : Supervision of personnel. Develop training strategies. Give support & motivate Learners. Compile reports & evaluate Learners. Monitor quality of training. Management of the training resources, facilitation training.

ENQUIRIES : Me N.P. Mdalana Tel No: (051) 408 1814

APPLICATIONS : District Manager, Thabo Mofutsanyana District, PO Box 824, Witsieshoek, 9780 or hand delivered @ Thabo Mofutsanyana District, Witsieshoek, 9780

FOR ATTENTION : Mr Shabangu

POST 20/257 : **OPERATIONAL MANAGER NURSING: PNA5: GRADE 1 REF NO: H/O/9 (X2 POSTS)**

SALARY : R444 276 per annum (OSD)

CENTRE : Boitumelo Regional Hospital: Kroonstad

REQUIREMENTS : Diploma/ Degree in nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse. Registration with the SANC as Professional Nurse and proof of current registration. Experience: A minimum of 7 years appropriate/recognizable experience in nursing after registration with the South African Nursing Council (SANC) as Professional Nurse in General Nursing. Proof of registration for 2021/2022. Offer will be based on proven years of experience. Attach proof of working experience endorsed by Human Resource. Knowledge and Skills: Computer literacy.

DUTIES : Demonstrate an in-depth understanding of nursing legislation and related legal and ethical nursing practices and how this impacts on service delivery. To ensure that a comprehensive nursing treatment and care service is delivered to patients in a cost effective, efficient and equitable manner in the Unit. Ensure clinical nursing practice by the nursing team (unit) is in accordance with the scope of practice and nursing standards as determined by the relevant health facility. 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 Human Resources and financial policies and practices.

ENQUIRIES : Ms F. Arends Tel No: (056 216 5200/056 216 2580)

APPLICATIONS : The Chief Executive Officer, Boitumelo Regional Hospital, Private Bag X47, Kroonstad, 9499. Hand delivery to: Boitumelo Regional Hospital.

FOR ATTENTION : Ms. ML November

POST 20/258 : **OPERATIONAL MANAGER NURSING: PNA5: INTENSIVE CARE UNIT:
GRADE 1: REF NO: H/O/10**

SALARY : R444 276 per annum (OSD)
CENTRE : Boitumelo Regional Hospital: Kroonstad
REQUIREMENTS : Diploma/ Degree in nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse. Registration with the SANC as Professional Nurse and proof of current registration. Experience: A minimum of 7 years appropriate/recognizable experience in nursing after registration with the South African Nursing Council (SANC) as Professional Nurse in General Nursing. Proof of registration for 2021/2022. Offer will be based on proven years of experience. Attach proof of working experience endorsed by Human Resource. Knowledge and Skills: Computer literacy.

DUTIES : Demonstrate an in-depth understanding of nursing legislation and related legal and ethical nursing practices and how this impacts on service delivery. To ensure that a comprehensive nursing treatment and care service is delivered to patients in a cost effective, efficient and equitable manner in the Unit. Ensure clinical nursing practice by the nursing team (unit) is in accordance with the scope of practice and nursing standards as determined by the relevant health facility. 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 Human Resources and financial policies and practices.

ENQUIRIES : Ms F. Arends Tel No: (056 216 5200/056 216 2580)
APPLICATIONS : The Chief Executive Officer, Boitumelo Regional Hospital, Private Bag X47, Kroonstad, 9499, Hand delivery to: Boitumelo Regional Hospital.

FOR ATTENTION : Ms. ML November

POST 20/259 : **OPERATIONAL MANAGER NURSING: PNA5: ACCIDENT & TRAUMA:
GRADE 1: REF NO: H/O/11**

SALARY : R444 276 per annum (OSD)
CENTRE : Boitumelo Regional Hospital: Kroonstad
REQUIREMENTS : Diploma/ Degree in nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse. Registration with the SANC as Professional Nurse and proof of current registration. Experience: A minimum of 7 years appropriate/recognizable experience in nursing after registration with the South African Nursing Council (SANC) as Professional Nurse in General Nursing. Proof of registration for 2021/2022. Offer will be based on proven years of experience. Attach proof of working experience endorsed by Human Resource. Knowledge and Skills: Computer literacy.

DUTIES : Demonstrate an in-depth understanding of nursing legislation and related legal and ethical nursing practices and how this impacts on service delivery. To ensure that a comprehensive nursing treatment and care service is delivered to patients in a cost effective, efficient and equitable manner in the Unit. Ensure clinical nursing practice by the nursing team (unit) is in accordance with the scope of practice and nursing standards as determined by the relevant health facility. 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 Human Resources and financial policies and practices.

ENQUIRIES : Ms F. Arends Tel No: (056 216 5200/056 216 2580)
APPLICATIONS : The Chief Executive Officer, Boitumelo Regional Hospital, Private Bag X47, Kroonstad, 9499, Hand delivery to: Boitumelo Regional Hospital.

FOR ATTENTION : Ms. ML November

POST 20/260 : **CLINICAL PROGRAM COORDINATOR: PNA-5: INFECTION CONTROL REF
NO: H/C/22**

SALARY : R444 276 per annum (OSD)
CENTRE : Fezi Ngubentombi Hospital, Sasolburg
REQUIREMENTS : Diploma/Degree in Nursing 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). Proof of registration for 2021/2022. Offer will be based on proven years of experience. Attach proof of working experience endorsed by Human Resource. 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 APPLICATIONS : Me. M. Ramagole Tel No: (016) 970 9418
 : The Chief Executive Officer, FeziNgubentombi Hospital, Private Bag X2017, Sasolburg, 1947

FOR ATTENTION : Me S M Mokadi

POST 20/261 : **PROFESSIONAL NURSE: PNB3 (THEATER) GRADE 1- 3 REF NO: H/P/26**

SALARY : Grade 1: R383 226 - R444 276 per annum
 Grade 2: R471 333 – R5799 696 per annum
 Grade 3: R562 800 – R633 432 per annum

CENTRE REQUIREMENTS : Boitumelo Regional Hospital: Kroonstad
 : Diploma/ Degree in nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse PLUS a post basic nursing qualification with a duration of at least 1 year in Theater, accredited with SANC. Attach proof of current registration for 2021/2022. Offer will be based on proven years of experience. Attach proof of working experience endorsed by Human Resource. A minimum of 9 years appropriate/recognizable experience in nursing after registration with the South African Nursing Council (SANC) as Professional Nurse. At least 5 years of that period must be appropriate/recognizable experience after obtaining 1 year post basic qualification. Attach proof of working experience endorsed by Human Resource. Knowledge and Skills: Computer literacy.

DUTIES : Demonstrate an in-depth understanding of nursing legislation and related legal and ethical nursing practices and how this impacts on service delivery. To ensure that a comprehensive nursing treatment and care service is delivered to patients in a cost effective, efficient and equitable manner in the Unit. Ensure clinical nursing practice by the nursing team (unit) is in accordance with the scope of practice and nursing standards as determined by the relevant health facility. 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 Human Resources and financial policies and practices.

ENQUIRIES : Ms F. Arends Tel No: (056 216 5200/056 216 2580)

APPLICATIONS : The Chief Executive Officer, Boitumelo Regional Hospital, Private Bag X47, Kroonstad, 9499, Hand delivery to: Boitumelo Regional Hospital.

FOR ATTENTION : Ms. ML November

POST 20/262 : **PROFESSIONAL NURSE: PNB3 (RENAL UNIT) GRADE 1-3 REF NO: H/P/27**

SALARY : Grade 1: R383 226 - R444 276 per annum
Grade 2: R471 333 – R5799 696 per annum
Grade 3: R562 800 – R633 432 per annum

CENTRE REQUIREMENTS : Boitumelo Regional Hospital: Kroonstad
Diploma/ Degree in nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse PLUS a post basic nursing qualification with a duration of at least 1 year in Nephrology, accredited with SANC. Attach proof of current registration. Proof of registration for 2021/2022. Offer will be based on proven years of experience. Attach proof of working experience endorsed by Human Resource. A minimum of 9 years appropriate/recognizable experience in nursing after registration with the South African Nursing Council (SANC) as Professional Nurse. At least 5 years of that period must be appropriate/recognizable experience after obtaining 1 year post basic qualification. Knowledge and Skills: Computer literacy.

DUTIES : Demonstrate an in-depth understanding of nursing legislation and related legal and ethical nursing practices and how this impacts on service delivery. To ensure that a comprehensive nursing treatment and care service is delivered to patients in a cost effective, efficient and equitable manner in the Unit. Ensure clinical nursing practice by the nursing team (unit) is in accordance with the scope of practice and nursing standards as determined by the relevant health facility. 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 Human Resources and financial policies and practices.

ENQUIRIES APPLICATIONS : Ms F. Arends Tel No: (056 216 5200/056 216 2580)

FOR ATTENTION : The Chief Executive Officer, Boitumelo Regional Hospital, Private Bag X47, Kroonstad, 9499, Hand delivery to: Boitumelo Regional Hospital.

POST 20/263 : **PROFESSIONAL NURSE: PNB3 (PEADIATRIC) GRADE 1 REF NO: H/P/28 (X2 POSTS)**

SALARY : Grade 1: R383 226 - R444 276 per annum
Grade 2: R471 333 – R5799 696 per annum
Grade 3: R562 800 – R633 432 per annum

CENTRE REQUIREMENTS : Boitumelo Regional Hospital: Kroonstad
Diploma/ Degree in nursing) or equivalent qualification that allows registration with the SANC as Professional Nurse PLUS a post basic nursing qualification with a duration of at least 1 year in Paediatric, accredited with SANC. Attach proof of current registration 2021/2022. Offer will be based on proven years of experience. Attach proof of working experience endorsed by Human Resource. A minimum of 9 years appropriate/recognizable experience in nursing after registration with the South African Nursing Council (SANC) as Professional Nurse. At least 5 years of that period must be appropriate/recognizable experience after obtaining 1 year post basic qualification. Attach proof of working experience endorsed by Human Resource. Knowledge and Skills: Computer literacy.

DUTIES : Demonstrate an in-depth understanding of nursing legislation and related legal and ethical nursing practices and how this impacts on service delivery. To ensure that a comprehensive nursing treatment and care service is delivered to patients in a cost effective, efficient and equitable manner in the Unit. Ensure clinical nursing practice by the nursing team (unit) is in accordance with the scope of practice and nursing standards as determined by the relevant health facility. 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 Human Resources and financial policies and practices.

ENQUIRIES : Ms F. Arends Tel No: (056 216 5200/056 216 2580)

APPLICATIONS : The Chief Executive Officer, Boitumelo Regional Hospital, Private Bag X47, Kroonstad, 9499. Hand delivery to: Boitumelo Regional Hospital.

FOR ATTENTION : Ms. ML November

POST 20/264 : **PROFESSIONAL NURSE: PNB1 GRADE 1-3 (ICU) REF NO: H/P/29 (X3 POSTS)**

SALARY : Grade 1: R383 226 - R444 276 per annum
Grade 2: R471 333 – R5799 696 per annum
Grade 3: R562 800 – R633 432 per annum

CENTRE REQUIREMENTS : Boitumelo Regional Hospital: Kroonstad
Diploma/Degree in nursing or equivalent qualification that allows registration with the South African Nursing Council as a Professional Nurse. Post basic nursing qualification with duration of 1 year, accredited with the SANC in Intensive Care. Proof of current registration with (SANC) as Professional Nurse. Experience: A minimum of 4 years appropriate/recognizable experience in nursing after registration with SANC as a Prof Nurse. Proof of registration for 2021/2022. Offer will be based on proven years of experience. Attach proof of working experience endorsed by Human Resource. Knowledge and Skills: Ability to work under pressure, function as member of the nursing team. Communication skills. Willingness to work shifts and standby. Ensure client satisfaction.

DUTIES : Demonstrate effective communication with patients, supervisors and other clinicians, including report writing when required. Work as part of the multi-disciplinary team to ensure good nursing care. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Display concern for patients, promoting and advocating proper treatment and care including awareness to respond to patient's needs, requirements and expectations.

ENQUIRIES APPLICATIONS : Ms F. Arends Tel No: (056 216 5200/056 216 2580)

FOR ATTENTION : The Chief Executive Officer, Boitumelo Regional Hospital, Private Bag X47, Kroonstad, 9499. Hand delivery to: Boitumelo Regional Hospital.
Ms. ML November

POST 20/265 : **PROFESSIONAL NURSE: PNB1 GRADE 1-3: ACCIDENT & EMERGENCY REF NO: H/P/30 (X3 POSTS)**

SALARY : Grade 1: R383 226 - R444 276 per annum
Grade 2: R471 333 – R5799 696 per annum
Grade 3: R562 800 – R633 432 per annum

CENTRE REQUIREMENTS : Boitumelo Regional Hospital: Kroonstad
Diploma/Degree in nursing or equivalent qualification that allows registration with the South African Nursing Council as a Professional Nurse. Post basic nursing qualification with duration of 1 year, accredited with the SANC in Trauma. Proof of current registration with (SANC) as Professional Nurse. Experience: A minimum of 4 years appropriate/recognizable experience in nursing after registration with SANC as a Prof Nurse. Proof of registration for 2021/2022. Offer will be based on proven years of experience. Attach proof of working experience endorsed by Human Resource. Knowledge and Skills: Ability to work under pressure, function as member of the nursing team. Communication skills. Willingness to work shifts and standby. Ensure client satisfaction.

DUTIES : Demonstrate effective communication with patients, supervisors and other clinicians, including report writing when required. Work as part of the multi-disciplinary team to ensure good nursing care. Able to plan and organize own work and that of support personnel to ensure proper nursing care. Display concern for patients, promoting and advocating proper treatment and care including awareness to respond to patient's needs, requirements and expectations.

ENQUIRIES APPLICATIONS : Ms F. Arends Tel No: (056 216 5200/056 216 2580)

FOR ATTENTION : To: The Chief Executive Officer, Boitumelo Regional Hospital, Private Bag X47, Kroonstad, 9499. Hand delivery to: Boitumelo Regional Hospital.
Ms. ML November

POST 20/266 : **SPEECH THERAPIST & AUDIOLOGIST GRADE 1-3: REF NO: H/S/23**

SALARY : Grade 1: R317 976 - R361 872 per annum
Grade 2: R372 810 - R426 291 per annum
Grade 3: R439 164 - R532 959 per annum

CENTRE : Seniorita Ntlabathi District Hospital: Ladybrand

REQUIREMENTS : Baccalaureus Degree. Registration with the Health Professions Council of South Africa (HPCSA) as a speech therapist. Attach proof of working experience endorsed by Human Resource. Experience **Grade 1:** None after registration with the HPCSA in the relevant profession as a speech therapist and Audiologist 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 in the as a speech therapist and Audiologist in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Offer will be based on proven years of experience. Attach proof of working experience endorsed by Human Resource. **Grade 2:** Minimum of 10 years relevant experience after registration with the HPCSA as a speech therapist and Audiologist 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 as a speech therapist and Audiologist 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 as a speech therapist and Audiologist 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 as a speech therapist and Audiologist in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Proof of registration for 2021/2022. Knowledge and Skills: Problem solving, Interpersonal skills, Communication skill. Planning.

DUTIES : Render Speech Therapy and/or Audiology services that comply with standards and norms as indicated by the health policies of South Africa. Vocational rehabilitation and clinical assessment and treatment of speech and hearing problems. Adhere to sectional and provincial quality assurance measures in sub-section. Participate in continued professional development. Responsible for clinical administrative tasks e.g. patient record keeping. Undertake any other reasonable task as directed by Head of Speech Therapy/Audiology Department and Head of Clinical Services.

ENQUIRIES : Dr. M.C. Diba Tel No: (051 923 2005)

APPLICATIONS : To: The Chief Executive Officer, Seniorita Ntlabathi District, Private Bag X09, Ladybrand, 9745. Hand delivery to: 921 Eight Street, Ladybrand, 9745

FOR ATTENTION : Dr Setshego NJ

POST 20/267 : **ASSISTANT DIRECTOR: RE NO: H/A/35**

SALARY : R376 596 per annum (Level 09)

CENTRE : Information Technology Department: Corporate Office

REQUIREMENTS : Bachelor degree or National Diploma in IT plus 3 - 5 years functional experience of which 3 years must be on a Supervisory level. Extensive computer software and systems experience. Valid Driver's license. Knowledge and Skills: Training management skills. Research skills. Report writing skills. Presentation skills. Management and leadership skills. Module training and experience will be an added advantage. On site and online training provision skills. Report writing skills. Analytical skills.

DUTIES : Design and presentation of software and systems training. Develop training manuals. Develop training plans and strategies for the Department. Management of training resources. Ensure accreditation of all training. Design and presentation of certificates.

ENQUIRIES : Mr A Moletsane Tel No: (051) 4081410

APPLICATIONS : To be send to: 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 : Me R Stellenberg

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 posts and candidates whose appointment/promotion/transfer will promote representativity will receive preference.



- APPLICATIONS** : quoting the relevant reference, should be forwarded as follows: The 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 Pheello, Fidel Castro Building Tel No: (051) 405 5069
- CLOSING DATE** : 22 June 2021
- NOTE** : Applications must be submitted on the new Z.83 form (Updated version that came into effect on 1 January 2021), 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 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. Candidates will also be subjected to a competency assessment as well as a practical test. 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. 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 applications were 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 20/268** : **PERSONAL ASSISTANT: OFFICE OF THE CHIEF DIRECTOR: SUSTAINABLE RESOURCES MANAGEMENT REF NO: FSPT:008/21**
- SALARY** : R257 508 per annum (Level 07)
- CENTRE** : Bloemfontein
- REQUIREMENTS** : A Secretarial diploma or equivalent qualification (NQF level 6) with a minimum of three (3) years relevant experience. Knowledge of relevant legislation and policies, e.g. The Public Finance Management Act, Treasury Regulations, Public Service Act and Public Service Regulations. Good verbal and written communication skills. Computer literate in MS Word, Excel and Power Point.
- DUTIES** : Provide a secretarial/receptionist support service to the Chief Director. Render an administrative support service to the Chief Director. Provide support to the Chief Director during meetings. Support the Chief Director with the administration of the Chief Director's budget. Study the relevant Public Service and Departmental prescripts/policies and other documents to ensure efficient and effective support to the Chief Director.
- ENQUIRIES** : Mr. PE Lebone @ 082 803 4075