

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

**CLOSING DATE** : 05 March 2021

**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**

**POST 06/138** : **PHARMACIST: GRADE 1-3; REF NO: H/P/6**

**SALARY** : Grade 1: R693 372 per annum (OSD)  
Grade 2: R751 026 per annum (OSD)  
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 labeling and supply of the medicine in an appropriate container. Dispensing of medication: Giving medicine information and patient counseling 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** : District Manager, Thabo Mofutsanyana District, Private Bag x824, Witsieshoek, 9870 or hand delivered @ Ombudsman Building, Mampoi Road, Phuthaditjhaba.
- FOR ATTENTION** : Mr M S Shabangu
- POST 06/139** : **NUCLEAR MEDICINE RADIOGRAPHER GRADE 1-3: REF NO: H/N/1**
- SALARY** : Grade 1: R395 703 per annum (OSD)  
Grade 2: R466 119 per annum (OSD)  
Grade 3: R549 066 per annum OSD
- CENTRE** : Nuclear Medicine Department, Universitas Academic Hospital
- REQUIREMENTS** : Registration with the HPCSA as a Nuclear Medicine Radiographer and proof of payment for the current year. B-Tech/Diploma in Nuclear Medicine. Experience: **Grade 1:** A minimum of 4 year's appropriate experience after registration with HPCSA as Diagnostic Radiographer. **Grade 2:** A minimum of 14 year's appropriate experience after registration with HPCSA as Diagnostic Radiographer. **Grade 3:** A minimum of 24 year's appropriate experience after registration with HPCSA as Diagnostic Radiographer. Knowledge And Skills: Pet/Ct experience and Radiopharmaceutical administrations will be an advantage.
- DUTIES** : Patient care and clinical service rendering. Perform hot laboratory duties, Nuclear medicine studies, as well as take part in quality assurance activities. Take part in research and training for development of the department, as well as CPD programmes. Participate in planning, organizing and implementations of departmental policies/ procedures. Safe radiation practices.
- ENQUIRIES** : Me MJ Pule Tel No: (051)4053487
- APPLICATIONS** : TO; The Chief Executive Officer, Universitas Hospital Private Bag x20660, Bloemfontein, 9300 Or hand delivered @ Room 1115, First Floor, Universitas Hospital, 1 Logeman Street, Universitas, Bloemfontein.
- FOR ATTENTION** : Mr MJ Baleni
- POST 06/140** : **PROFESSIONAL NURSE PNB-1 - PNB-2: REF NO: H/P/7 (X14 POSTS)**
- SALARY** : Grade 1: R383 226 per annum (OSD)  
Grade 2: R471 333 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. A minimum of 14 years appropriate/recognizable experience in nursing after registration with SANC as a Prof Nurse. At least 10 years of the period referred to above must be appropriate / recognizable experience after obtaining the 1-year post – basic qualification of the period referred 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 APPLICATIONS** : Mr S Shabangu, Tel No: (058) 713 0515 ext 144  
To: District Manager, Thabo Mofutsanyana District Private Bag x824, Witsieshoek, 9870 or hand delivered @ Ombudsman Building, Mampoi Road, Phuthaditjhaba.

**FOR ATTENTION** : Mr M S Shabangu

**POST 06/141** : **PROFESSIONAL NURSE: PNB 1 - PNB-2: (ICU): REF NO: H/P/10**

**SALARY** : Grade 1: R383 226 per annum (OSD)  
Grade 2: R471 333 per annum (OSD)

**CENTRE REQUIREMENTS** : Mofumahadi Manapo Mopeli Regional Hospital, Qwaqwa  
Diploma/Degree in Nursing or equivalent qualification that allows registration with SANC as Professional Nurse. Registration with SANC as Professional Nurse plus a post-basic Nursing Qualification with a duration of at least 1 Year in Critical Care, accredited with SANC. Experience: PNB-1: 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. PNB-2: A minimum of 14 years appropriate/recognizable experience in nursing after registration with SANC as a Prof Nurse. At least 10 years of the period referred to above must be appropriate / recognizable experience after obtaining the 1-year post – basic qualification of the period referred. Knowledge And Skills: Good Communication and interpersonal Skills, Knowledge of key priority health programs. Computer literacy.

**DUTIES** : Supervise and ensure the provision of an effective and efficient patient care through adequate nursing care in ICU. Coordinate and monitor the implementation of nursing care plan and evaluation thereof. Provide relevant health information to health care users to assist in achieving optimal health care and rehabilitation of patient. Maintain constructive relationships with Nursing and other stakeholders. Participate in the analysis, formulation of nursing guidelines, practices, standards and procedures. Manage and Monitor proper utilization of human, financial and Physical resources.

**ENQUIRIES APPLICATIONS** : Mr HS Mosase: Acting Head of Nursing, Tel No: (058) 718 3200/3204  
To: The Chief Executive Officer, Mofumahadi Manapo Mopeli Regional Hospital Private Bag X 820, Witsieshoek, 9870 or hand delivered @ Room 246, 1<sup>st</sup> floor, Mofumahadi Manapo Mopeli Regional Hospital, Mampoi Street, Witsieshoek.

**FOR ATTENTION** : Mr SR Makoko

**POST 06/142** : **PROFESSIONAL NURSE: PNB 1 - PNB-2: (LABOUR WARD) REF NO: H/P/9 (X2 POSTS)**

**SALARY** : Grade 1: R383 226 per annum (OSD)  
Grade 2: R471 333 per annum (OSD)

**CENTRE REQUIREMENTS** : Mofumahadi Manapo Mopeli Regional Hospital, Qwaqwa  
Diploma/Degree in Nursing or equivalent qualification that allow registration with SANC as Professional Nurse plus a post-basic Nursing Qualification with a duration of at least 1 Year in advanced Midwifery, accredited with SANC. Current registration with the South African Nursing Council (SANC). Experience: 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. A minimum of 14 years appropriate/recognizable experience in nursing after registration with SANC as a Prof Nurse. At least 10 years of the period referred to above must be appropriate / recognizable experience after obtaining the 1-year post – basic qualification of the period referred. Knowledge And Skills: Good Communication and interpersonal Skills, Knowledge of key priority health programs. Computer literacy.

**DUTIES** : Supervise and ensure the provision of an effective and efficient patient care through adequate nursing care in Maternity Ward. Coordinate and monitor the implementation of nursing care plan and evaluation thereof. Provide relevant health information to health care users to assist in achieving optimal health care and rehabilitation of patient. Maintain constructive relationships with Nursing and other stakeholders. Participate in the analysis, formulation of nursing guidelines, practices, standards and procedures. Manage and Monitor proper utilization of human, financial and Physical resources.

**ENQUIRIES APPLICATIONS** : Mr HS Mosase: Acting Head of Nursing, Tel No: (058) 718 3200/3204  
 : To: The Chief Executive Officer, Mofumahadi Manapo Mopeli Regional Hospital Private Bag X 820, Witsieshoek, 9870 or hand delivered @ Room 246, 1<sup>st</sup> floor, Mofumahadi Manapo Mopeli Regional Hospital, Mampoi Street, Witsieshoek.

**FOR ATTENTION** : Mr SR Makoko

**POST 06/143** : **DIETICIAN: GRADE 1-3: REF NO: H/D/4 (X4 POSTS)**

**SALARY** : Grade 1: R317 976 per annum (OSD)  
 : Grade 2: R372 810 per annum (OSD)  
 : 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: District Manager, Thabo Mofutsanyana District, Private Bag x824, Witsieshoek, 9870 or hand delivered @ Ombudsman Building, Mampoi Road, Phuthaditjhaba.

**FOR ATTENTION** : Mr M S Shabangu

**POST 06/144** : **SOCIAL WORKER: GRADE 1-4: REF NO: H/S/13 (X5 POSTS)**

**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

- DUTIES** : 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.
- ENQUIRIES** : Mr S Shabangu, Tel No: (058) 713 0515 ext 144
- APPLICATIONS** : TO: District Manager, Thabo Mofutsanyana District, Private Bag x824, Witsieshoek, 9870 or hand delivered @ Ombudsman Building, Mampoi Road, Phuthaditjhaba.
- FOR ATTENTION** : Mr M S Shabangu

**DEPARTMENT OF HUMAN SETTLEMENTS**

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

- APPLICATIONS** : For the department of Human Settlements to be submitted to: HR Manager, P.O Box 247, Bloemfontein 9300 or delivered by hand in the box provided in the entrance at OR Tambo Building Bloemfontein.
- CLOSING DATE** : 05 March 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), driver's license, identity document and a C.V.). Applicants are requested to complete the Z83 form properly and in full. Qualification certificates must not be copies of certified copies. Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their applications are posted or hand delivered timeously. Candidates who possess foreign qualifications and/or short courses certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA), and must please attach proof of the level of their qualifications after evaluation on all applications. No e-mailed or faxed applications will be considered. Applicants are respectfully informed that if no notification of appointment is received within 4 months of the closing date, they must accept that their application was unsuccessful. Please visit the Department of Human Settlements' website at [www.humansettlements.fs.gov.za](http://www.humansettlements.fs.gov.za) or the Department of Public Service and Administration vacancy circulars at [www.dpsa.gov.za](http://www.dpsa.gov.za). In terms of section 76(4) and 77 of Public Finance Management Act (PFMA) read with Chapter 3 of Treasury Regulations, applications are hereby invited from interested independent and suitably qualified experts to serve on the Audit Committee of the Department of Human Settlements on a Fixed Term Contract For A Period Of Three Years With Effect From 1 June 2021

**OTHER POST**

- POST 06/145** : **AUDIT COMMITTEE MEMBERS REF NO: HS 01/2021 (X5 POSTS)**  
 The approved remuneration of the Audit Committee sittings inclusive of preparation is as follows
- SALARY** : Chairperson: R2 199.per hour of attendance  
 Member: R1 784.per hour of attendance  
 Remuneration for Ad-hoc events and Special Meetings are as follows  
 Chairperson: R511.per hour of attendance  
 Member: R310.per hour of attendance  
 Audit Committee members shall also be reimbursed for subsistence and travelling in terms of the Departmental Policy and the approved Provincial Cost Containment Circulars
- CENTRE** : Bloemfontein
- REQUIREMENTS** : applicants should be in the possession of relevant post-graduate degrees or equivalent qualification with a minimum of five (5) years' experience in any of the following fields and experience in any of the following fields: Accounting, Auditing and Financial Management, Legal, Information Technology, Social Science, Engineering, General Management including experience in Public Sector Management, Legal expertise including forensic investigation especially if combined with auditing experience, The candidate should possess an excellent knowledge of Internal Auditing, Cooperate Governance, PFMA and Treasury Regulations, A candidate should be a registered member of a

- professional body, with experience of serving in an Audit or Similar Committee, Members should have the necessary level of financial literacy, The following will be added advantage: Integrity, dedication, understanding of Public Sector business and controls, good communication skills, inquisitiveness and independent judgement, Only Non-Government Persons Will Be Considered
- DUTIES** : The Audit Committee will report to the Executing Auditority and Accounting Officer within the Department. The Audit Committee shall meet at least four (4) times per financial year and as determined by the needs based on the required oversight responsibilities. The Audit Committee should act as an Advisory Committee to the Accounting Officer in terms of requirements of Public Finance Management Act. The Audit Committee must amongst others review the co-ordination of audit efforts to ensure completeness of coverage and promote the effective use of audit resources, review the activities of the internal audit Directorate, including its annual work programme, Review the adequacy and effectiveness of the Department's internal control, including computerized information system controls and security, the quality and financial and other management information produced to ensure integrity and reliability, any related significant findings and recommendation of the internal and external auditors together with management's response thereof, examine and review the annual financial statements before final approval thereof, review compliance with all regulatory and other related requirements, and review any significant incidents of a criminal or irregular nature.
- ENQUIRIES** : Mr. O Themba Tel No: (051) 403 3645

**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.
- CLOSING DATE** : 05 March 2021
- NOTE** : no applications will be accepted by staff in offices in the building. 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 POST**

- POST 06/146** : **CONSTRUCTION PROJECT MANAGER GRADE A PROJECT MANAGEMENT UNIT (PMU) REF NO: PWI 21/06 (X3 POSTS)**
- SALARY** : Grade A: R718 059 per annum, (An all-inclusive package) (OSD). The remuneration package consists of the basic salary, the Government's Employee Pension Fund and flexible portion, which may be structured in terms of the rule for the structuring of the flexible portion and which may include a 13<sup>th</sup> cheque, motor car allowance, housing allowance and medical aid assistance.
- CENTRE** : Bloemfontein
- REQUIREMENTS** : An appropriate degree in the built environment with three years' relevant project management experience. Valid driver's licence with exception of persons with disabilities. Compulsory registration with the SACPCMP as a

Professional Construction Project Manager. Core and Process Competences: Decision making. Team leadership. Analytical skills. Creativity. Self-management. Financial management. Customer focus and responsiveness. Communication. Computer literacy. Planning and organising. Conflict management. Problem solving and analysis. People management. Change management. Innovation. Programme and project management. Project principles and methodologies. Research and development. Computer-aided engineering applications. Knowledge of legal compliance. Technical report writing. Creating high performance culture 3 Technical consulting. Professional judgement.

**DUTIES**

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

**ENQUIRIES**

: Mr F Tokwe (Head PMU) Tel No: (051) 492 3718