

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

CLOSING DATE : 20 September 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 all qualification(s), academic records including a Senior certificate and ID-document [Driver's license where applicable]. 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. Advertisement and accompanying notes must clearly capture the requirements for certification to reflect that applicants must submit copies of qualifications, Identify document and drivers licence (where appropriate) and any other relevant documents. Such copies need not be certified when applying for a post. The communication from the HR of the department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore, only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR.

OTHER POSTS

POST 31/107 : **MEDICAL SPECIALIST: PSYCHIATRY: GRADE 1-3: REF NO: H/M/27**

SALARY : Grade 1: R1 106 040 per annum, (OSD)
Grade 2: R1 264 623 per annum, (OSD)
Grade 3: R1 467 651 per annum, (OSD)

CENTRE : Free State Psychiatric Complex, Bloemfontein

REQUIREMENTS : MBCHB Degree post graduate qualification that allows registration with HPCSA as Medical Specialist in Psychiatry: Experience: **Grade 1:** none. **Grade 2:** A minimum of 5 years' appropriate experience as Medical Specialist after registration with HPCSA in a normal specialty. **Grade 3:** A minimum of 10 years' appropriate experience as Medical Specialist after registration with HPCSA in a normal specialty. A valid driver's license. Knowledge And Skills: Evidence of research capability. Experience in lecturing students.

DUTIES : Provision of strategic leadership by participating in the strategic and operational management of Mental Health Clinical Services in the Free State

Psychiatric Complex and Free State Province including development and outreach programmes. Ensure provision of compassionate and quality clinical services in the Psychology Division to mental health care users. Strengthening information and knowledge management system to optimize performance and research capacity. Establishing and maintaining of effective Teaching and learning, research supervision, engaged scholarship, leadership, leadership and administration of both undergraduate and post graduate programs in the Department of Psychiatry and Faculty of Health Sciences at the University of the Free State (UFS) in line with the professional bodies. Build a strategic and dedicated workforce that is responsive to service demands.

ENQUIRIES : Prof P J Pretorius Tel No: (051) 051 4079 448/9214
APPLICATIONS : To be send to: The Chief Executive Officer, FSPC, Private Bag X20607, Bloemfontein, 9300.
FOR ATTENTION : Me N V Mokopanele

POST 31/108 : **MEDICAL SPECIALIST: PSYCHIATRY: GRADE 1-3 REF NO: H/M/28**

SALARY : Grade 1: R1 106 040 per annum, (OSD)
 Grade 2: R1 264 623 per annum, (OSD)
 Grade 3: R1 467 651 per annum, (OSD)

CENTRE : Free State Psychiatric Complex, Bloemfontein
REQUIREMENTS : MBCHB Degree post graduate qualification that allows registration with HPCSA as Medical Specialist in Child Psychiatry: Experience: **Grade 1:** none. **Grade 2:** A minimum of 5 years' appropriate experience as Medical Specialist after registration with HPCSA in a normal specialty. **Grade 3:** A minimum of 10 years' appropriate experience as Medical Specialist after registration with HPCSA in a normal specialty. A valid driver's license. Knowledge And Skills: Evidence of research capability. Experience in lecturing students.

DUTIES : Provision of strategic leadership by participating in the strategic and operational management of Mental Health Clinical Services in the Free State Psychiatric Complex and Free State Province including development and outreach programmes. Ensure provision of compassionate and quality clinical services in the Psychology Division to mental health care users. Strengthening information and knowledge management system to optimize performance and research capacity. Establishing and maintaining of effective Teaching and learning, research supervision, engaged scholarship, leadership, leadership and administration of both undergraduate and post graduate programs in the Department of Psychiatry and Faculty of Health Sciences at the University of the Free State (UFS) in line with the professional bodies. Build a strategic and dedicated workforce that is responsive to service demands.

ENQUIRIES : Prof P J Pretorius Tel No: (051) 051 4079 448/9214
APPLICATIONS : To be send to: The Chief Executive Officer, Free State Psychiatric Complex (FSPC), Private Bag X20607, Bloemfontein, 9300.
FOR ATTENTION : Me N V Mokopanele

POST 31/109 : **PRINCIPAL CLINICAL PSYCHOLOGIST REF NO: H/P/62 (X3 POSTS)**

SALARY : R1 025 316 per annum
CENTRE : Free State Psychiatric Complex: Forensic Unit, Adult Outpatient Department And/Or Child & Adolescent Mental Health Care Centre: (Please Specify): Bloemfontein

REQUIREMENTS : Master's Degree in Clinical Psychology. Registration with the Health Professions Council of South Africa (HPCSA) as a Clinical Psychologist. 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: Ph.D. in clinical psychology will be an added advantage. Experience in training of undergraduate and postgraduate medical and clinical psychology students. At least 10 experience in the provision of Psychological services at a tertiary Psychiatric Hospital. Knowledge and experience in Free State Psychiatric model. Evidence of academic and scientific research publications in the accredited local and international journals. Evidence of academic and scientific presentations in local and international conferences. Knowledge of research methodology. Knowledge of applicable Mental Health Legislation.

DUTIES : Provision of psychological services at rotational point/unit. Supervision of post-graduate psychology and medical students. Training and educating of under

and post graduate students. Management and supervision of academic research.

ENQUIRIES : Prof NL Mosotho Tel No: (051) 407460
APPLICATIONS : To: The Chief Executive Officer, Free State Psychiatric Complex, Private Bag X20607, Bloemfontein, 9300, FSPC, Admin Building or hand deliver.
FOR ATTENTION : Prof NL Mosotho

POST 31/110 : **ASSISTANT MANAGER: PHARMACEUTICAL SERVICES REF NO: H/A/76**

SALARY : R897 936 per annum
CENTRE : Manguang Metro District: Bloemfontein
REQUIREMENTS : Appropriate Bachelor of Pharmacy Degree. Registration with the SAPC as a Pharmacist. A minimum of 3 years' appropriate experience after registration as a Pharmacist with the SAPC. Proof of current registration for 2021/2022. Attach proof of working experience endorsed by Human Resource. Knowledge and Skills: Competencies: (Knowledge and skills): In depth knowledge of relevant legislation, regulations, policies and procedures pertaining to pharmacy practice within public healthcare. In depth knowledge of relevant finance and supply chain instructions applicable to procurement of medicines in the public sector. Experience in managing pharmaceutical budgets. Leadership and management skills including organizations, strategic planning and operational management of the pharmacy. Knowledge and experience in human resources management, staff development and disciplinary procedures. Exceptional interpersonal, communication and conflict resolution skills to manage staff and stake holder relationships. Computer literacy in Excel, Word, PowerPoint and JAC to record, analyze and present pharmaceutical expenditure data. Practical project management skills and process improvement skills. A valid driver's license (code EB8). Ability to work under pressure. Ability to implement and manage change. Good written and verbal communication skills. Confidentiality. Exposure and training in management.

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 legislations. Assist facilities with adherence to the SCM procedures and to the Statutory Regulations (Pharmacy Act, Medicines Control Act: Regarding. - Stock taking procedures, Ordering and Receiving of stock, Storage of Stock, maintain stock cards, record keeping, Distribution and Redistribution of Stock. Ensure adherence of Good Pharmacy Practice rules and Regulations. Support Ensure maintenance of referral system. Attending meetings: Pharmaceutical Forum, Pharmaceutical Therapeutic committee meeting, ECC and IT. Keeping of Statistics and compiling of reports. DSM and IT. Develop or Source, implement and update computerized pharmacy system programs for facilities. Gap Analysis regarding IT equipment in pharmacies / pharmacy stores. Liaison role with Provincial IT and Service providers to provide technical support to pharmacists. Compile and maintain a drug information database. DSM, Free State code list, PTC. Co-ordinate the pharmaceutical, therapeutic committee. Update and manage the Free State code list according to the directives from the PCT and NEDL. Assist the Manager in placing of community service pharmacists to ensure equal distribution of pharmacists throughout the matter. Update the pharmacy manual. Develop and revise policies and standard operating procedure. Report deficiencies in the department. Keep all storage areas locked. Report broken items. Report lost items to Supervisor

ENQUIRIES : Mr M Shuping Tel No: (051) 2710100
APPLICATIONS : To: The District Manager, Manguang Metro Health Services, FSPC, No 4 President Brand Street, Bloemfontein, 9300 or hand deliver
FOR ATTENTION : Mr TA Mokoqo

POST 31/111 : **DEPUTY DIRECTOR: RESEARCH (MEDICAL NATURAL SCIENTIST/PUBLIC HEALTH SPECIALIST) REF NO: H/D/32**

SALARY : R869 007 per annum
CENTRE : Information, Research & Knowledge Management: Corporate Office, Bloemfontein
REQUIREMENTS : PhD in Public Health or PhD in Biostatistics or PhD in Social Sciences with focus on health system or Medical specialist in community health, or Medical

specialist in health science or any equivalent qualification with relevant experience in research in health sector. At least 5 to 10 years' appropriate experience in conducting research in health sector. Minimum of 2 Publications in peer reviewed journal at least one the applicant being the first author. Valid Driver's license with experience in driving and be prepared to travel within the Free State Province and beyond Knowledge and Skills: Experience in funding application with a minimum of 1st authored one article published in a scientific journal. Experience in designing and conducting research and managing a large research data base preferably in a health environment. Experience in public health policy development as informed by research findings. Experience in data processing using Microsoft excel and any other statistical software such as SAS, R Studio, SPSS, STATA, etc for data analysis and interpretation of the results. Experience in data analysis and ability to writing scientific reports and publications on short notice, based on the analysis. Good communication skills and health related statistical experience as well as knowledge of health information system are added advantages. Excellent leadership ability, time management, project management, stress management, motivational skills and strong negotiation skills as well as attention to detail. Health related statistical experience and knowledge of organizational behavior are added advantages. Experience in organizing a research conference as well as participating in research conferences

DUTIES

: Facilitate and support the application of research findings to support program management challenges. Conduct and promote the undertaking of quality health epidemiological, operational and action research, health systems and diseases surveillance researches as well as action and clinical research together with population studies in the department. Develop research instruments/ questionnaires to strengthen evidence-based decision making for the Free State department of health. Promote research collaboration, build and maintain relations with research institutions to facilitate research complementarity. Serve as a platform for dialogue on departmental priorities, sharing knowledge and dissemination of research, information and publication. Facilitate and support the application of research findings to support program management challenges. Conduct and promote the undertaking of quality health epidemiological, operational and action research, health systems and diseases surveillance researches as well as action and clinical research together with population studies in the department. Develop research instruments/ questionnaires to strengthen evidence-based decision making for the Free State department of health. Promote research collaboration, build and maintain relations with research institutions to facilitate research complementarity. Serve as a platform for dialogue on departmental priorities, sharing knowledge and dissemination of research, information and publication. Identify and source funding for research and development, for the department. Plan/direct detailed studies of public health issues to discover ways to prevent and to treat the issues. Perform the collection and analysis of data, by using observations, interviews, surveys and blood samples – to discover what is causing certain diseases. Communicate study findings to policymakers, practitioners and the general public. Provide management of health programs by doing program planning, monitoring program progress and doing data analysis. Participates in research activities, special investigations and descriptive and analytic studies relating to specific diseases; interprets results and adapts to epidemiology programs and related programs. Prepares technical reports and scientific articles and participates in grant writing activities. Designs and implements epidemiological studies and surveillance systems. Determines and utilizes appropriate statistical methods to evaluate and interpret data. Interacts with the media and conveys information to the public. Provides consultation to health care professionals, community organizations, and others on specific disease, injury, or conditions. Lectures for various organizations on diseases, injuries, or conditions; prepares educational materials for public distribution. Interprets data to determine risks from exposure to chemicals or biological agents Support Monitoring and evaluation research for the programs and data, Clinical research- HIV, TB, chronic disease, emergency medicine. Support Epidemiologic research- to understand the dynamics of disease in the communities. Conduct operations and action research on health service management issues and set up Surveillance of disease systems and risk behavior and assist in the direction of comprehensive statewide epidemiology programs and investigation

systems. Coordination of program research activities with programs managers of the department. Assist in budgeting and planning for future program direction using research findings. Direct studies of program need; review and analyze information from studies and projects for immediate and long-range program development; Conduct trainings on research among health care workers and support with reviewing of protocols submitted to the department of health. Lead the organization of the provincial health research day and support the use of the research findings presented on the day by program managers. Provide research training needs of all relevant staff at the district and levels of care to ensure implementation of effective mechanism program management and reporting in all the facilities. Exhibit knowledge of data use, data triangulation and target setting as well as understanding measurements of routine data accuracy are essential. Ability to work under pressure, and should be able to deliver under tight deadlines together with willingness to work extra/odd hours. Ability to work individually as well as in a team. Knowledge of data use, data triangulation and target setting as well as understanding measurements of routine data accuracy are essential. Conduct performance reviews; and participate in periodic PIDS & NIDS performance review. Make recommendations concerning policy and implementation thereof based on study findings; Supervise research data collection processes where necessary. Conduct scientific Research to inform the department on policy decision in terms of costs.

- ENQUIRIES** : Dr Chikobvu Tel No: (051) 408 1738
- APPLICATIONS** : To: The Director, Bophelo House, Private Bag x227, Bloemfontein, 9300, or hand deliver @ room Main Building, Ground floor entrance, Cnr Charlotte Maxeke and Harvey Road, Bloemfontein
- FOR ATTENTION** : Me P Mpu
- POST 31/112** : **MEDICAL OFFICER GRADE 1-3 REF NO: H/M/29**
- SALARY** : Grade 1: R821 205 per annum, (OSD)
Grade 2: R938 964 per annum, (OSD)
Grade 3: R1 089 693 per annum, (OSD)
- CENTRE** : Elizabeth Ross District Hospital: Witsieshoek
- REQUIREMENTS** : MBCHB or equivalent Degree Registration with the HPCSA as Medical practitioner (Independent Practice). Proof of current registration with HPCSA (2021/2022). Attach proof of working experience endorsed by Human Resource. Experience: **Grade 1:** 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. **Grade 2:** 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. **Grade 3:** 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. Knowledge and Skills: Good Communication and interpersonal skills.
- DUTIES** : Rendering of clinical services, which includes examination and treatment of patients, emergencies, ward rounds and operation procedures. Patient administration. Provide training and leadership to Medical Interns, Nurses and Medical Officers doing community services.
- ENQUIRIES** : Dr. MP Setlaba Tel No: (058) 718 4000
- APPLICATIONS** : To: The Chief Executive Officer, Elizabeth Ross District Hospital, PO Box 804, Witsieshoek, 9870 or hand delivered @ entrance, Elizabeth Ross District Hospital, Makong Village
- FOR ATTENTION** : Ms. A Sediane

POST 31/113 : **DEPUTY DIRECTOR: INFORMATION MANAGEMENT SOFTWARE SYSTEM & DATA ANALYSIS (DATABASE SPECIALIST) REF NO: H/D/33**

SALARY : R733 257 per annum
CENTRE : Corporate Office: Information Management & Research, Bloemfontein
REQUIREMENTS : A three/four-year Bachelor of Science (BSC) degree (Information Technology). 3-5 years functional experience, of which 3 years must be on the management level. At least 3 -5 years' experience in the public health sector managing a big health information database Be a holder of a driver's license with experience in driving and should be prepared to travel within the Free State Province. Knowledge and Skills: Knowledge of Geographical Information System is an added advantage. A self-starter with the ability to work under minimum/or no supervision, pay attention to detail. Knowledge of national data dictionary creation on data management systems such as DHIS including large database maintenance and running sequel views. Database management skills, including creating a data dictionary, skill in allocation of datasets to different org units, with a knowledge of statistics generated within the database and a good demonstration of relevant experience in the field. Database management systems auditing skills including development of the required controls for reliable data system within public health environment. Skills in allocation of data sets to different org units for any given data base. Experience in Microsoft SQL Server Administration or Oracle database administration experience. Knowledge of government data management systems such as District health information systems (WEB DHIS), Teir.net and EVDS, GODATA, DATCOV, etc is an added advantage. Knowledge of Reporting, Query tools and practices and should have the ability to troubleshoot as well as the use of R Studio for data alignment in different systems Knowledge of database, transaction processing, referential integrity, Business intelligence experience, performance tuning and monitoring, emphasizing MS SQL. Knowledge of database security administration and user management together with the ability to work under pressure, and should be able to deliver under tight deadlines and knowledge of IT hardware management is an added advantage. Excellent mathematical/analytical and logical thinking skills are essential to support configuration of the databases in the public health system. Good communication & interpersonal skills including, patience as well as highly enthusiastic attitude to enable the ability to support all other relevant health care workers at each level of the health system. Ability to analyse data, use of data analytics embedded in the databases and dissemination of information including the ability to train officials on Collecting and recording of data as well as the systems used to collect the data. Knowledge of data security as well as being able to understand the Health Information policy, health act and POPIA act. Excellent leadership ability, time management, project management, stress management, motivational skills and strong negotiation skills. Health-related statistical experience and knowledge of organizational behaviour are added advantages.

DUTIES : Write and troubleshoot SQL code (stored procedures, functions, tables, views, triggers, indexes and constraints). Provide leadership, technical support and skills transfer to health databases (such as DHIS, etc) development, configuration, management and maintenance to strengthen and optimize health information monitoring and evaluation systems. Lead and manage data management systems audit and develop relevant system audit controls Lead and integrate business processes on a technical database level, analyse data requirements and identify required components/elements to be structured in a multi-relationship environment within an existing or new entity. Lead platform upgrades, Write and troubleshoot SQL code (stored procedures, functions, tables, views, triggers, indexes and constraints). Provide leadership, technical support and skills transfer to health databases (such as DHIS, etc) development, configuration, management and maintenance to strengthen and optimize health information monitoring and evaluation systems. Lead and manage data management systems audit and develop relevant system audit controls Lead and integrate business processes on a technical database level, analyse data requirements and identify required components/elements to be structured in a multi-relationship environment within an existing or new entity. Lead platform upgrades, improvements, and implementation by supervising and performing system programming and ensuring database security. Report on performance and progress. Provisioning of technical health information

management services to help manage– and organise health-related data so that it can be used to analyse-, review- and plan health services. Provide technical front-end support to WEB DHIS users -review the data collected in the WEB DHIS and report on data quality issues customisation and maintenance of WEB DHIS databases -presentation of data in formats such as graphs etc. that will enhance data interpretation and understanding report writing and user feedback that will encourage defaulting clients to submit quality data -on time provisioning of customised reports to clients. Training of the databases (such as DHIS, etc) and facilitation of workshops. Software installation and management together with linking remote data sources using different software systems. Administration and maintenance of database servers and participate in the design, Implementation and maintenance of database systems. Database Tuning, Security and Management, Data Mining and flowcharting. Database Administrative related functions within the scope of the Microsoft SQL server architecture environment. Use SQL to develop reports on short notice for a very large dataset with many records (cases).To provide Health information coordination and leadership this includes management and analysis of data focusing on trend analysis for the department on weekly and monthly basis as required by the programs as well as overall database administration of the provincial health Information management database systems. Solve health data related problems including understanding of health indicators. Supervisory role for human resources and project related concerns in the unit to ensure that good quality data is provided to the provincial department as well as giving feedback to all stakeholders. To implement capacity building activities to provincial, district and facility end users in terms of data manipulation, data analytics, data quality issues, records management and provides processing and trouble-shooting mechanisms as well as training Information staff on the electronic analysis of data using Microsoft Excel amongst other possible proprietary system. Research new database, software engineering and business intelligent, trends and to advise management on the implementation of these new technologies and techniques. Review metadata synchronized with Asynchronous Metadata sync app. To perform specialist duties on the operational database and data warehouse and be the Database Administrator of these systems as well as data architect for the Province for all health services databases. Manage software installation of any new modules at new identified sites including clinics, district hospitals CHC and regional hospitals. To enhance and broaden health services data ware house for the Free State Department of Health.

- ENQUIRIES** : Dr Chikobvu Tel No: (051) 408 1738
- APPLICATIONS** : To the Director, Bophelo House, Private Bag x227, Bloemfontein, 9300, or hand deliver @ room Main Building, Ground floor entrance, Cnr Charlotte Maxeke and Harvey Road, Bloemfontein.
- FOR ATTENTION** : Me P Mpu
- POST 31/114** : **CLINICAL PSYCHOLOGIST (GRADE 1- 3) REF NO: H/C/53 (X2 POSTS)**
- SALARY** : Grade 1: R713 361 - R784 278 per annum
Grade 2: R832 398 - R923 847 per annum
Grade 3: R966 039 - R1 137 936 per annum
- CENTRE** : Free State Psychiatric Complex: Bloemfontein
- REQUIREMENTS** : Master's Degree in Clinical Psychology. Registration with the Health Professions Council of South Africa (HPCSA) as a Clinical Psychologist. 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: Fluency in any local African languages will be an added advantage. Competency in clinical assessment, diagnostic and therapeutic procedures. Ability to function within multi-professional team. Good communication and interpersonal skills.
- DUTIES** : Provision of psychological services at the rotational area. Training of Psychology and Medical students. Conducting academic research.
- ENQUIRIES** : Prof NL Mosotho Tel No: (051) 407460
- APPLICATIONS** : To the Chief Executive Officer, Free State Psychiatric Complex, Private Bag X20607, Bloemfontein, 9300, FSPC, Admin Building or hand deliver
- FOR ATTENTION** : Prof NL Mosotho

POST 31/115 : **ASSISTANT MANAGER: SPECIALTY: PNB-4 (OBSTETRIC AND GYNAE)**
REF NO: H/A/77

SALARY : R614 991 per annum
CENTRE : Pelonomi Tertiary Hospital: Bloemfontein
REQUIREMENTS : Diploma/Degree in nursing or equivalent qualification that allows registration with the South African Nursing Council. Current registration with the South African Nursing Council (SANC). Registration with the South African Nursing Council (SANC) as Professional Nurse plus a post-basic nursing qualification with a duration of at least 1 year in Obstetric and Gynae, accredited with SANC. A minimum of 10 years appropriate/recognizable experience in nursing after registration with SANC as a Prof Nurse. At least 6 years of the period referred to above must be appropriate / recognizable experience after obtaining the 1-year post – basic qualification. At least 3 years of the period referred to above must be appropriate / recognizable experience at Management Level. Proof of current registration with SANC (2021/2022). Attach proof of working experience endorsed by Human Resource. Knowledge and Skills: Knowledge of the Public Service Act and Regulations and Public Finance Management. Demonstrate and in depth understanding of nursing legislation and related legal and ethical nursing practices and how this impacts on service delivery. Ensure clinical nursing practice by the nursing team 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 and basic understanding of HR and Financial policies and practices.

DUTIES : Ensure that comprehensive nursing treatment and care is delivered to patients in a cost effective, efficient and equitable manner by the Specialty Units. Ensure compliance to professional and ethical practice. Coordination of optimal holistic specialized nursing care provided within the set standard and professional/ legal framework. Provision of effective support Nursing Service. Coordination of provision of effective training and research. Maintain professional growth/ ethical standard and self-development. Manage and control risks. Skills of report writing and data management. Provide relevant health information to health care users to assist in achieving optimal health care rehabilitation.

ENQUIRIES : Me MC Molefe Tel No: (051) 405 1940
APPLICATIONS : To the Chief Executive Officer, Pelonomi Tertiary Hospital, Private Bag X 20581, Bloemfontein, 9300

FOR ATTENTION : Ms F. M. Lethoo Tel No: (051) 405 1603

POST 31/116 : **ASSISTANT MANAGER: ORTHOPAEDICS- PNB-4 REF NO: H/A/78**

SALARY : R614 991 per annum
CENTRE : Pelonomi Tertiary Hospital: Bloemfontein
REQUIREMENTS : Diploma/Degree in nursing or equivalent qualification that allows registration with the South African Nursing Council. Current registration with the South African Nursing Council (SANC). Registration with the South African Nursing Council (SANC) as Professional Nurse plus a post-basic nursing qualification with a duration of at least 1 year in Orthopaedics, accredited with SANC. A minimum of 10 years appropriate/recognizable experience in nursing after registration with SANC as a Prof Nurse. At least 6 years of the period referred to above must be appropriate / recognizable experience after obtaining the 1 year post – basic qualification. At least 3 years of the period referred to above must be appropriate / recognizable experience at Management Level. Proof of current registration with SANC (2021/2022). Attach proof of working experience endorsed by Human Resource. Knowledge and Skills: Knowledge of the Public Service Act and Regulations and Public Finance Management. Demonstrate and in depth understanding of nursing legislation and related legal and ethical nursing practices and how this impacts on service delivery. Ensure clinical nursing practice by the nursing team 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 and basic understanding of HR and Financial policies and practices.

DUTIES : Ensure that a holistic nursing care service is delivered to patients in a cost effective, efficient and equitable manner by the Nursing Units that form part of the specific Nursing Area including the overall management (i.e Operational, HR and Finance) of the nursing service. Ensure compliance to professional and ethical practice. Coordination of provision of effective training and research. Maintain professional growth/ ethical standard and self-development. Manage effectively the utilization and supervision of human resource.

ENQUIRIES : Me MC Molefe Tel No: (051) 4051940
APPLICATIONS : To the Chief Executive Officer, Pelonomi Tertiary Hospital, , Private Bag X 20581, Bloemfontein, 9300 or hand delivered/ Courier, ground floor, Block K Dr Belcher Road, Pelonomi Tertiary Hospital, Bloemfontein, 9300.

FOR ATTENTION : Ms F. M. Lethoo Tel No: (051) 405 1603

POST 31/117 : **OPERATIONAL MANAGER NURSING PNB3 (PAEDIATRICS) REF NO: H/O/37**

SALARY : R562 800 per annum
CENTRE : Pelonomi Tertiary Hospital: Bloemfontein
REQUIREMENTS : Diploma/Degree in nursing or equivalent qualification that allows registration with the South African Nursing Council. Registration with the SANC as Professional Nurse plus a post-basic nursing qualification in Paediatrics 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. Current registration with the South African Nursing Council (SANC). Proof of current registration with SANC (2021/2022). Attach proof of working experience endorsed by Human Resource. Knowledge and Skills: Knowledge of the Public Service Act and Regulations and Public Finance Management Act (PFMA). Knowledge of OSD for Nursing. Computer Literacy. Compliance with the educational qualifications, statutory requirements and competencies for the job level.

DUTIES : Ensure that comprehensive nursing treatment and care is delivered to patients in a cost effective, efficient and equitable manner by the Specialty Units. Ensure compliance to professional and ethical practices. Coordinate of optimal specialized nursing care provides within the set standards and professional/ legal framework. Provision of effective support Nursing services. Coordination of provision of effective training and research. Maintain professional growth/ ethical standards and self-development. Manage effectively the utilization and supervision of human resource. Ensure the implementation of Child Health Programs. Provide holistic nursing care to National Core Standards and Ten Point Plan. Management of Assets. Identify, manage and control risks. Skills of report writing and data management. Provide relevant health information to health care users to assist in achieving optimal health care rehabilitation.

ENQUIRIES : Me MC Molefe Tel No: (051) 4051940
APPLICATIONS : To the Chief Executive Officer, Pelonomi Tertiary Hospital, Private Bag X 20581, Bloemfontein, 9300 or hand delivered/ Courier, ground floor, Block K Dr Belcher Road, Pelonomi Tertiary Hospital, Bloemfontein, 9300.

FOR ATTENTION : Ms F. M. Lethoo Tel No: (051) 405 1603

POST 31/118 : **OPERATIONAL MANAGER NURSING PNB3 REF NO: H/O/38 (X5 POSTS)**

SALARY : R562 800 per annum
CENTRE : Mangaung Metro District Health Services: Bloemfontein
REQUIREMENTS : Diploma/Degree in nursing or equivalent qualification that allows registration with the South African Nursing Council. Registration with the SANC as Professional Nurse plus a post-basic nursing qualification with a duration of at least 1 year, accredited with SANC. A minimum of 9 years appropriate/recognizable experience in nursing after registration with SANC as a Prof Nurse. At least 5 years of the period referred to above must be appropriate / recognizable experience after obtaining the 1-year post – basic qualification. Current registration with the South African Nursing Council (SANC). Proof of current registration with HPCSA (2021/2022). Attach proof of working experience endorsed by Human Resource. Knowledge And Skills: Good communication and interpersonal skills. Knowledge of key priority

health programs. Knowledge and understanding of the National Core Standards and Ideal clinic realization program. Strong management and leadership skills. Computer literacy.

DUTIES : Provide holistic nursing care to patients at a cost effective, efficient and equitable manner. Provide and monitor clinical health science practices and mentoring. Manage and implement quality assurance program and attainment of quality standards of the facility for service delivery. Monitor data and manage information to improve on performance indicators. Apply knowledge of human, finance and information resources and related policies.

ENQUIRIES : Mr WA Maletse, Tel No: (051) 271 0134

APPLICATIONS : To The District Manager, Mangaung Metro Health Services, FSPC, No 4 President Brand Street, Bloemfontein, 9300 or hand deliver.

FOR ATTENTION : Mr Mokoqo TA

POTS 31/119 : **ASSISTANT MANAGER NURSING: PROVINCIAL CLINICAL FORENSIC: PNA-7 REF NO: H/A/ 79**
Clinical Forensic Services: Post Exposure Prophylaxis

SALARY : R562 800 per annum OSD

CENTRE : Bloemfontein

REQUIREMENTS : Diploma/Degree in nursing or equivalent qualification that allows registration with SANC as a Professional Nurse. 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. Proof of registration for 2021/2022. Valid Driver's License. Attach proof of working experience endorsed by Human Resource. Knowledge And Skills: Sound knowledge of clinical forensic medicine. Appropriate experience in the management of comprehensive services to patients of sexual offences. Appropriate experience and knowledge in rendering of medico-legal services as and when required.

DUTIES : Integrated Clinical Forensic Service plan into District Health Services. Conduct awareness on PHC re-engineering to Victim Care Centre personnel in each district. Perform Clinical forensic medicine audits quarterly in each district. Establish a reliable information bank in the province. Monitor the trend in the District. Provide Provincial Clinical Forensic Service guidelines. Orientate Victim Care Centre supervisors. Compile reports on performance of Victim Care Centre. Audit J88 report to ensure compliance to minimum standards quarterly. Render comprehensive services to patients of sexual offences. Documents clinical finding on J88 and in clinical records. Provide medical care, post exposure prophylaxis. Compile sexual offences reports. Liaise with different stakeholders to ensure optimal service delivery. Ensure proper programmatic data management

ENQUIRIES : Ms MD Makeleni Tel No: (051) 4129100

APPLICATIONS : To be send to: Forensic Pathology, 21 James Dick Street, Wilgehoff, P O Box 227, Bloemfontein, 9300 or hand deliver.

FOR ATTENTION : Ms MD Makeleni

POST 31/120 : **ASSISTANT MANAGER: NURSING PNA-7 REF NO: H/A/80**

SALARY : R562 800.per annum

CENTRE : Free State Psychiatric Complex: Bloemfontein

REQUIREMENTS : Diploma/Degree in nursing or equivalent qualification that allows registration with the South African Nursing Council. 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. Proof of current registration with SANC (2021/2022). Attach proof of working experience endorsed by Human Resource. Knowledge and Skills: Knowledge of the Public Services Act and Regulations, Public Finance Management Act (PFMA) and Mental Health Care Act of 2002. Demonstrate an in-depth understanding of nursing legislation and related legal ethical nursing practices and how this impacts on service delivery. Ensure clinical nursing practice by nursing team (unit) in accordance with the scope of practice and nursing standards as

determined by the relevant health facility. Demonstrate a basic understanding of HR and Financial policies and practices. Knowledge of OSD for nurses. Computer literacy, driver's license. Diploma/Degree in Nursing Administration will be an added advantage.

DUTIES : Delegate, supervise and co-ordinate the provision of effective and efficient patient care through adequate nursing care. Initiate and participate in health promotion to ensure consistent communication of relevant, accurate and comprehensive information on healthcare. Develop / establish and maintain constructive working relationships with Nursing and other stakeholders (i.e. inter professional, inter sectoral and multi – disciplinary teamwork). Participate in the analysis, formulation and implementation of Nursing guidelines, practices, standards and procedures. Manage Human Resources. Monitor and ensure proper utilization of financial and physical resources. Demonstrate an in-depth understanding of nursing legislation and legal and ethical nursing Practices and how this impact on service delivery. Oversight of compliance with patient safety issues, provide assistance and support to Ideal Health Facility Framework. Support the implementation of DHIS system.

ENQUIRIES : Me D.E. Fortein Tel No: (051) 407 9207

APPLICATIONS : To be send to: The Chief Executive Officer, FSPC, Private Bag X20607, Bloemfontein, 9300

FOR ATTENTION : Me M J Mafereka

POST 31/121 : **OPERATIONAL MANAGER NURSING (PNB3) (SPECIALIZING IN ORTHOPEDICS NURSING SCIENCE) REF NO: H/O/43**

SALARY : R562 800 per annum

CENTRE : Mofumahadi Manapo Mopeli Regional Hospital: Witsieshoek

REQUIREMENTS : Diploma/Degree in nursing or equivalent qualification that allows registration with the South African Nursing Council. Registration with the SANC as Professional Nurse plus a post-basic nursing qualification with a duration of at least 1 year, accredited with SANC. A minimum of 9 years appropriate/recognizable experience in nursing after registration with SANC as a Prof Nurse. At least 5 years of the period referred to above must be appropriate / recognizable experience after obtaining the 1-year post – basic qualification. Current registration with the South African Nursing Council (SANC). Proof of current registration with SANC (2021/2022). Attach proof of working experience endorsed by Human Resource. Knowledge And Skills: Good Communication and interpersonal Skills, Knowledge of key priority health programs. Computer literacy. A valid driver's license will be an added advantage.

DUTIES : 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 personnel and other stakeholders. Participate in the analysis, formulation of nursing guidelines, practices, standards and procedures. Supervising assessments, care & monitoring of patients with musculoskeletal problems including fracture, arthritis, osteoporosis, joint replacements and other injuries and diseases. Supervising casting and specific wounds management. Assist with motion therapy for those recuperating from injuries. Maintain highest patients' safety standards. Manage and Monitor proper utilization of human, financial and material resources.

ENQUIRIES : Mr HS Mosase Tel No: (058) 7183200/3204

APPLICATIONS : To the Chief Executive Officer, Mofumahadi Manapo Mopeli Regional Hospital, Private Bag x820, Witsieshoek, 9870, or hand deliver @ room 246, 1st floor, Mofumahadi Manapo Mopeli Regional Hospital, Mampoi Street, Witsieshoek.

FOR ATTENTION : Mr SR Makoko

POST 31/122 : **CHIEF DIETICIAN: GRADE 1 REF NO: H/C/54**

SALARY : R466 119 per annum, (OSD)

CENTRE : Free State Psychiatric Complex, Bloemfontein

REQUIREMENTS : BSc Dietetics Degree in Dietetics/B. Nutrition or post Graduate Diploma in Dietetics which allows Registration with the Health Professions Council of South Africa (HPCSA) as a Dietician. A minimum of 3 year's appropriate experience in the relevant profession after registration with HPCSA. 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: Skills required: Communication skills. Analytical. Numerical (Financial management). Planning and organization. Problem solving. Team approach. The ability to use essential equipment, Scales, Calipers, Height measuring tools, Computer. The ability to compile complex audit reports on clinical findings as well as management inquiries. Experience in nutrition and food service financial management and budgeting. Ability to work in a multi-disciplinary team. Active participation in planned programs/plans to enhance involvement, capacity building, open communication and participative management in the Allied Health Professional Services Division, Dietetics sub division as well as Food services. Division in the Free State Psychiatric Complex. Good record management skills. Experience in nutrition and food service management and personnel supervision.

DUTIES : Deliver professional dietetic and food service services to ensure optimal nutrition intake by planning, nutritionally analyzing and implementing menus for therapeutic and normal diets for all ages to mental health service users. Recipe development and recipe standardization for therapeutic and normal diets of all ages to mental health service users. Maintain optimal Quality Management through the adherence to quality and hygiene standards according to the relevant legislation as well as measures to maintain client satisfaction. Practice good management principles by providing relevant training and supervision to staff and students. Deliver and supervise clinical dietetics services to in and outpatient of the Free State Psychiatric Complex. Deliver dietetic services in the Employee assistance programme. Implementing strict financial control measures. Participate in intra and inter departmental collaboration with relevant stake holders including department of agriculture, ECD centres and old age homes. Liaison with nutrition specialist and suppliers. Information & Risk management and management of resources. Ongoing professional development in fields of dietetics and nutrition. Contribute to policy development. Administrative functions required by the job.

ENQUIRIES : Me M Moore Tel No: (051) 407 9482/9319
APPLICATIONS : To be send to: The Chief Executive Officer, FSPC, Private Bag X20607, Bloemfontein, 9300

FOR ATTENTION : Me N V Mokopanele

POST 31/123 : **CHIEF OCCUPATIONAL THERAPIST: GARDE 1 REF NO: H/C/55**

SALARY : Grade 1: R466 119 per annum
 Grade 2: R532 959 per annum

CENTRE : Free State Psychiatric Complex, Bloemfontein
REQUIREMENTS : BSc Degree in Occupational Therapy. Registration with the Health Professions Council of South Africa (HPCSA) in the relevant profession in Occupational Therapist, independent practice. A minimum of 3 year's appropriate experience in the relevant profession after registration with HPCSA. Proof of registration for 2021/2022 Valid driver's license. South African citizen. Knowledge and Skills: Computer Literacy. Ability to work in a multi-disciplinary team. Active participation in planned programs/plans to enhance involvement, capacity building, open communication and participative management in the Allied Health Professional Services Division. Good record management skills. Experience in occupational therapy programme management and personnel supervision.

DUTIES : Development, management and implementation of effective and efficient clinical occupational therapy services to ensure compassionate and quality Occupational Therapy Services rendered according to the OT scope of practice and Mental Health Care Act. Manage quality assurance projects in Occupational Therapy service delivery. Training and supervision to relevant staff and students of different professions. Participate in intra and inter departmental collaboration with relevant stake holders including the University of the Free State, licensed NGO's and Rehabilitation services. Participate in information & risk management in Occupational Therapy. Management of allocated resources (consumables and equipment). Ongoing professional development in Occupational Therapy. Policy development when required Administrative functions required by the job and the area practice profile.

ENQUIRIES : Me M Moore Tel No: (051) 4079 482/9319
APPLICATIONS : To be send to: The Chief Executive Officer, FSPC, Private Bag X20607, Bloemfontein, 9300

FOR ATTENTION : Me Me T Mokopanele

POST 31/124 : **ASSISTANT MANAGER NURSING: DISTRICT COORDINATOR CLINICAL FORENSIC SERVICES (PNA5) REF NO: H/A/80**

SALARY CENTRE REQUIREMENTS : R444 276 per annum
Mangaung Metro Health Services: Bloemfontein
Diploma/Degree in Nursing or equivalent qualification 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. Valid driver's license. Knowledge And Skills: Sound knowledge of clinical forensic medicine. Appropriate experience in the management of comprehensive services to patients of sexual offences. Appropriate experience and knowledge in rendering of medico-legal services as and when required.

DUTIES : Integrated Clinical Forensic Service plan into District Health Services. Conduct awareness on PHC re-engineering to Victim Care Centre personnel in the district. Perform Clinical forensic medicine audits quarterly in the district. Monitor the trend in the District. Provide Provincial Clinical Forensic Service guidelines, clinical support, and guidance to clinicians. Orientate Victim Care Centre supervisors. Compile reports on performance of Victim Care Centre. Audit J88 report to ensure compliance to minimum standards quarterly. Render medico-legal services as and when required Render comprehensive services to patients of sexual offences. Documents clinical finding on J88 and in clinical records. Provide medical care. Post exposure prophylaxis. Compile sexual offences reports. Liaise with different stakeholders to ensure optimal service delivery. Ensure proper programmatic data management.

ENQUIRIES APPLICATIONS : Ms. GE Ncanana Tel No: (057) 910 3267
To: The Department of Health, Kopano Complex, Meulen Street, Opposite Mediclinic, Private Bag x 15, Welkom, 9459 or hand delivered

FOR ATTENTION : Mr. Nkala

POST 31/125 : **CLINICAL PROGRAM COORDINATOR PEP (PNA5) REF NO: H/C/56**

SALARY CENTRE REQUIREMENTS : R444 276 per annum
Mangaung Metro Health Services: Bloemfontein
Diploma/Degree in Nursing or equivalent qualification 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. Valid driver's license. Knowledge And Skills: Sound knowledge of clinical forensic medicine. Appropriate experience in the management of comprehensive services to patients of sexual offences. Appropriate experience and knowledge in rendering of medico-legal services as and when required.

DUTIES : Integrated Clinical Forensic Service plan into District Health Services. Conduct awareness on PHC re-engineering to Victim Care Centre personnel in the district. Perform Clinical forensic medicine audits quarterly in the district. Monitor the trend in the District. Provide Provincial Clinical Forensic Service guidelines, clinical support, and guidance to clinicians. Orientate Victim Care Centre supervisors. Compile reports on performance of Victim Care Centre. Audit J88 report to ensure compliance to minimum standards quarterly. Render comprehensive services to patients of sexual offences. Documents clinical finding on J88 and in clinical records. Provide medical care. Post exposure prophylaxis. Compile sexual offences reports. Liaise with different stakeholders to ensure optimal service delivery. Ensure proper programmatic data management

ENQUIRIES APPLICATIONS : Mr. TA Mokoqo Tel No: (051) 271 0135
To: The Chief Executive Officer, Mangaung Metro Private Bag x 441, Old Ward 5 Building, EMS, 27 Victoria Road, Bloemfontein 9300, or Hand deliver.

FOR ATTENTION : Mr. TA Mokoqo

POST 31/126 : **INFECTIOIN PREVENTION AND CONTROL COORDINATOR (PNA5) REF NO: H/I/5**

SALARY : R444 276 per annum
CENTRE : Embekweni Hospital: Zastron
REQUIREMENTS : Diploma/Degree in Nursing or equivalent qualification 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 current registration for 2021/2022. Valid driver's license. Offer will be based on proven years of experience. Attach proof of working experience endorsed by Human Resource Knowledge and Skills: Training in infection control will be an added advantage. Computer literacy. Understanding of infection control policy, good interpersonal skills, ability to plan and organise, presentation skills, conflict management skills, people skills.

DUTIES : Coordinate infection control and prevention programmes, compile reports on compliance and non-compliance to quality standards. Develop and ensure implementation of policies, norms and standards with regards to infection prevention and control, facilitate development of quality improvement plans in relation to infection control and prevention.-NB: Any previous experience must be covered by the attachment of certified certificate of services.

ENQUIRIES : Mr M R Motaung Tel No: (065) 673 1200/1201
APPLICATIONS : To: The Chief Executive Officer, Embekweni Complex, Private Bag X32, Zastron, 9950 or hand delivered at: Reichenberg Street no 1 Zastron 9950, Zastron, 9950.

FOR ATTENTION : Mrs P Botha

POST 31/127 : **OPERATIONAL MANGER PNA-5 REF NO: H/O/39**

SALARY : R444 276 per annum, (OSD)
CENTRE : Embekweni Hospital: Zastron
REQUIREMENTS : Diploma/Degree in Nursing or equivalent qualification 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 current 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 and interpersonal relations. Ability to function with the multidisciplinary team. Qualifications in post basic Management Course will be an added Advantage. 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. Ensure that a comprehensive nursing treatment and care services is delivered to patients in a cost effective, efficient and equitable manner in the Unit. Ensure clinical nursing team (Unit) in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Ensure compliance to professional and ethical practice. 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 HR and Financial policies and practices. Support Coordination of Maternal and Child Health Programs of the facility. Act as Nursing Manager of the facility during when manager is on leave. Detailed Key Performance Areas can be obtained from the contact person.

ENQUIRIES : Mr M R Motaung Tel No: (065) 673 1200/1201
APPLICATIONS : To The Chief Executive Officer, Embekweni Complex, Private Bag X32, Zastron, 9950 or hand delivered at: Reichenberg Street no 1 Zastron 9950, Zastron, 9950.

FOR ATTENTION : Mrs P Botha

POST 31/128 : **OPERATIONAL MANAGER NURSING PNA-5 (GENERAL) REF NO: H/O/40 (X5 POSTS)**

SALARY : R444 276 per annum

CENTRE REQUIREMENTS : Free State Psychiatric Complex: Bloemfontein
 : Diploma/Degree in Nursing or equivalent qualification 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 and interpersonal relations. Ability to function with the Multidisciplinary team. Compliance with the educational qualification, statutory requirements, and competencies for the job level. Ability to work independently under pressure. Preferable males (Coloureds, Asians, Africans) and White females.

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

ENQUIRIES APPLICATIONS : Acting Manager Nursing, Tel No: (051) 4079331
 : To the HR, Free State Psychiatric Complex, Private Bag x20607, Bloemfontein, 9300, FSPC or hand deliver.

FOR ATTENTION : Me DE Fortein

POST 31/129 : **CLINICAL PROGRAM COORDINATOR: PNA-5: QUALITY ASSURANCE REF NO: H/C/57**

SALARY CENTRE REQUIREMENTS : R444 276 per annum
 : Free State Psychiatric Complex: Bloemfontein
 : Diploma/Degree in Nursing or equivalent qualification 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: Ability to work independently under pressure. Knowledge of National Insurance (NHI) Processes. Knowledge of National Core Standards (NCS). Knowledge of Adverse Events processes and reporting.

DUTIES : Provide Strategic Support and Operational Coordination for Quality Assurance at FSPC. Ensure the monitoring and evaluation for the implementation of the Regulated Norms and Standards for Health Establishments and co-ordination and implementation of the Quality improvement plans (QIP). Facilitate the conducting of the Patients Experience of Care Survey and analysis of data. Co-ordination of the clinical audit system which includes clinical audits. Ensure the implementation and monitoring of the Patient Safety Incidents and Complaints Management programs. Facilitate the conducting of Annual Self Assessments, development and monitoring of Quality Assurance Improvement plans. Maintain standards and norms of Nursing practices to promote the healthcare status of healthcare users. Reengineering mental health services to create access to quality health services relating to monitoring of Batho Pele Principles, Patient Right and Waiting time. Coordination of Risk Management, Health and Safety and other compliance standards at FSPC. Manage and utilize resources in accordance with relevant directives and legislations. Utilize information technology (IT) and other management information systems to manage information for the enhancement of service delivery.

ENQUIRIES APPLICATIONS : Mr A Mnyakama Tel No: (051) 409331/236
 : To the Executive Officer, Free State Psychiatric Complex, Private Bag x20607, Bloemfontein, 9300, FSPC or hand deliver.

FOR ATTENTION : Me JM Seboko

POST 31/130 : **OPERATIONAL MANAGER NURSING: PNA-5 (SPECIALTY) REF NO: H/O/41**

SALARY : R444 276 per annum
CENTRE : Free State Psychiatric Complex: Bloemfontein
REQUIREMENTS : Diploma/Degree in Nursing or equivalent qualification 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: Knowledge of the Public Service Act and Regulations and Public Finance Management Act (PFMA) and Mental Health Care Act of 2002. Knowledge OSD for Nurses, Knowledge of nursing care processes and procedures, nursing statutes and other relevant frameworks. Nursing Administration will be added advantage.

DUTIES : Demonstrate an in-depth understanding of nursing legislation and legal and ethical nursing Practices and how this impact on service delivery. Ensure clinical nursing practice by the nursing team (unit) in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Ensure that a comprehensive nursing treatment and care service is delivered to patients in a cost effective, efficient, and equitable manner by the Specialty Unit. Promote quality of nursing care as directive 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.

ENQUIRIES : Acting Manager Nursing Tel No: (051) 4079331
APPLICATIONS : To the HR, Free State Psychiatric Complex, Private Bag x20607, Bloemfontein, 9300, FSPC or hand deliver
FOR ATTENTION : Me DE Fortein

POST 31/131 : **CLINICAL NURSE PRACTITIONER PNB1: GRADE 1-2: REF NO: H/C/57 (X4 POSTS)**

SALARY : Grade 1: R383 226 – R444 276 per annum
Grade 2: R471 333 - R579 696 per annum
CENTRE : Mangaung Metro District Health Services: Bloemfontein
REQUIREMENTS : Diploma/Degree in nursing or equivalent qualification that allows registration with the South African Nursing Council as Professional Nurse plus a post-basic nursing qualification with a duration of at least 1 year, accredited with SANC. Current registration with the South African Nursing Council. Proof of registration for 2021/2022. Offer will be based on proven years of experience. Attach proof of working experience endorsed by Human Resource **Grade 1:** A minimum of 4 years appropriate/recognizable experience in nursing after registration with SANC as a Professional Nurse. **Grade 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 to above. Attach proof of working experience endorsed by Human Resource Department/ Employer. Knowledge And Skills: Computer literacy. Good understanding/exposure to Priority health programs. Willingness to work extended hours and endure pressure. Knowledge of quality health assurance program including Ideal Clinic Realization. Function as an effective member of the Health Care Team. Communicate effectively with stakeholders.

DUTIES : Provision of optimal, holistic specialized nursing care within the professional / legal framework. Provision of safe patient care environment. Adherence of Nursing care standards and procedures. Compliance to quality health care standards and maintenance of accurate patient records. Effective utilization of resources: management of stock and equipment's in accordance with clinical and economic imperatives. Provision of quality nursing services in the district.

ENQUIRIES : Mr WA Maletle Tel No: (051) 271 0134
APPLICATIONS : To the District Manager, Mangaung Metro Health Services, FSPC, No 4 President Brand Street, Bloemfontein, 9300 or hand deliver.
FOR ATTENTION : Mr Mokoqo TA

POST 31/132 : **PROFESSIONAL NURSE SPECIALTY PNB1 REF NO: H/P/64 (X3 POSTS)**

SALARY : R383 226 per annum
CENTRE : Lejweleputswa District: Welkom
REQUIREMENTS : Diploma/Degree in nursing or equivalent qualification that allows registration with the South African Nursing Council as Professional Nurse plus a post-basic nursing qualification with a duration of at least 1 year, accredited with SANC. Current registration with the South African Nursing Council. Proof of registration for 2021/2022. Offer will be based on proven years of experience. Attach proof of working experience endorsed by Human Resource. Valid driver's license. **Grade 1:** A minimum of 4 years appropriate/recognizable experience in nursing after registration with SANC as a Professional Nurse. Attach proof of working experience endorsed by Human Resource Department/ Employer. Knowledge And Skills: Sound knowledge of clinical forensic medicine. Appropriate experience in the management of comprehensive services to patients of sexual offences. Appropriate experience and knowledge in rendering of medico-legal services as and when required.

DUTIES : Compile reports on performance of Victim Care Centre. Render medico-legal services as and when required. Render comprehensive services to patients of sexual offences. Documents clinical finding on J88 and in clinical records. Provide medical car, post exposure prophylaxis. Compile sexual offences reports. Liaise with different stakeholders to ensure optimal services delivery. Ensure proper programmatic data management.

ENQUIRIES : Ms. GE Ncanana Tel No: (057) 910 3267
APPLICATIONS : To the Department of Health, Kopano Complex, Meulen Street, Opposite Mediclinic, Private Bag x 15, Welkom, 9459 or hand delivered.
FOR ATTENTION : Mr. Nkala

POST 31/133 : **PROFESSIONAL NURSE: PNB-1 (SPECIALTY) REF NO: H/P/65 (X8 POSTS)**

SALARY : R383 226 per annum, (OSD)
CENTRE : Free State Psychiatric Complex, Bloemfontein
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 the SANC as Professional Nurse in General Nursing and Midwifery. Proof of Registration with the South African Nursing Council (SANC) as Professional Nurse. 1 Year post basic qualification in Advanced Adult/Child Psychiatry. Knowledge And Skills: Knowledge of the legal framework appropriate for nursing practice. Good communication skills and interpersonal relations. Knowledge of Mental Health Act, procedures and legislation.

DUTIES : Provide more complex and advanced comprehensive nursing treatment and care to patients in specialty unit in a cost effective, efficient and equitable manner. Give direction and supervision for the implementation of the Nursing plan (clinical practice /quality patient care) as a shift leader. Implement standards, practices, criteria and indicators for quality Nursing (quality of practice). Practice nursing and health care in accordance with the laws and regulations relevant to Nursing and Health Care. Maintain a constructive working relationship with nursing and other stakeholders. Utilize human, material and physical resources efficiently and effectively. Ensure that a holistic nursing care service is delivered to all patients in a cost effective, efficient and equitable manner by the unit. Ensure compliance to professional and ethical practice. Demonstrate an understanding of nursing legislation and related legal and ethical nursing practices.

ENQUIRIES : Me D.E. Fortein Tel No: (051) 407 9207
APPLICATIONS : To be send to: The Chief Executive Officer, FSPC, Private Bag X20607, Bloemfontein, 9300
FOR ATTENTION : Me M J Mafereka

POST 31/134 : **PROFESSIONAL NURSE SPECIALTY (PNB1): GRADE 1-2 REF NO: H/P/66**

SALARY : Grade 1: R383 226 – R444 276 per annum
CENTRE : Embekweni Hospital: Zastron
REQUIREMENTS : Diploma/Degree in nursing or equivalent qualification that allows registration with the South African Nursing Council as Professional Nurse plus a post-basic

nursing qualification with a duration of at least 1 year, accredited with SANC. Current registration with the South African Nursing Council. Proof of registration for 2021/2022. Offer will be based on proven years of experience. Attach proof of working experience endorsed by Human Resource **Grade 1**: A minimum of 4 years appropriate/recognizable experience in nursing after registration with SANC as a Prof Current registration with the South African Nursing Council (SANC) as Professional Nurse. Attach proof of working experience endorsed by Human Resource Department/ Employer. Knowledge And Skills: Good communication skills. Good interpersonal relations. Ability to work under pressure. Computer literacy.

DUTIES : Provide comprehensive nursing treatment and care to patients in a specialty unit in a cost effective, efficient and equitable manner. Perform a clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Act as shift leader in Unit (where necessary). Coordinate the provision of effective training and research for nursing services. Provide save patient care. Manage patient's records according to relevant Legislation. Manage stock and equipment in accordance with clinical and economic imperatives. Demonstrate an understanding of nursing legislation and related legal and ethical nursing practices. Detailed Key Performance Areas can be obtained from the contact person.

ENQUIRIES : Mr M R Motaung Tel No: (065) 673 1200/1201
APPLICATIONS : To the Chief Executive Officer, Embekweni Complex, Private Bag X32, Zastron, 9950 or hand delivered at: Reichenberg Street no 1 Zastron 9950, Zastron, 9950.

FOR ATTENTION : Mrs P Botha

POST 31/135 : **ASSISTANT DIRECTOR: ADMINISTRATION (RESEARCH) REF NO: H/A/80**
 Information Management and Research (Research Sub-Directorate)

SALARY : R376 596 per annum
CENTRE : Corporate Office, Bloemfontein
REQUIREMENTS : A degree in Epidemiology or appropriate honors degree in health services or social sciences with focus on health system or health care services with at least 3 years' experience in conducting research. Be holder of a valid driver's license. Three to five years' relevant experience in research of which three years must be at supervisory level. Knowledge and Skills: Master's degree is an added advantage. Experience in conducting health research and setting health research priorities. Experience in protocol/ proposal development for health research with ability to set relevant research questions and objectives. Knowledge of departmental or government policies and practices in relation to research. Demonstrate extensive knowledge and application of quantitative and qualitative research methodologies and procedures. Extensive practical knowledge and experience in conducting research starting from protocol development until report writing. Experience on the use of quantitative and qualitative research data analysis software such R studio, STATA, SPSS, SAS etc. Experience of procedures and research report writing including sound research organizing and planning skills Willingness to travel frequently and work long and irregular hours. Ability to conduct operations and or action research in the department. Ability to function well under pressure and willing to work on your own as well as in a team. Analytical thinking and be prepared to conduct research field work in the facilities. Ability to work effectively with stakeholders at various levels during the implementation of research findings recommended for implementation. Ability to train program managers on operational/ action research. Lead research report writing activities of the directorate and support routine data analysis. Monitor implementation of research findings recommended to enhance program management and patient care. Advanced computer literacy – skilled and confident user in office applications such as MS Word, Excel, PowerPoint and any other relevant data analysis software. Excellent communication, verbal and writing skills as well as ability to work individually and in a team.

DUTIES : Take active role in supporting research planning including drafting of concept note/terms of reference/proposal to support research project and identification of research topics. Ensure the establishment of research committees and sub-committees prescribed by relevant legislations. Develop quantitative/qualitative research methodology that is appropriate for the study,

compile sampling plan and criteria for each research project. Develop and apply sound data collection/analysis systems. Compile research reports based on analyzed data. Support the Department's Annual Provincial Health Research Days and other departmental research initiatives/projects. Support the directorate to monitor research and institutional research policies. Assist in the provision of a well research data for the development of departmental strategies and policies. Support data management initiatives of the directorate and conduct facility audits to improve data quality. Develop research protocols and obtain ethics approvals. Conduction research on priority programs and advise the program directors on policy development. Supervise, motivate, train, guide, discipline and manage staff where necessary. Allocate duties and perform quality control on the work delivered by officials. Develop, implement and monitor work systems and processes to ensure efficient and effective functioning of the sub-component. Provide capacity building and technical support to National Health Research Database users. Implement all relevant organizational circulars, policies and other communication that impact on the operation of the directorate. Manage and supervise the implementation of the resolutions of the Provincial Health Research Committee. Render administrative support services: Ensure the effective flow of information and research documents to and from the office. Establish and maintain a research document management and tracking system. Ensure the safekeeping of all documentation in the office in with relevant legislation and policies. Scrutinize routine submissions/reports and make notes and/or recommendations for the Deputy Director. Build sound and sustainable relationships with relevant stakeholders to enhance provincial health research capacity. Support the development of the departmental research agenda outlining the research priorities of the Department over the required period. Respond to enquiries received from internal and external stakeholders pertaining to research. Manage leave registers. Ensure the directorate's assets are managed, maintained and safely kept. Manage the allocated resources of the unit in line with legislative and departmental policy directives and comply with corporate governance.

ENQUIRIES : Dr Chikobvu Tel No: (051) 408 1738
APPLICATIONS : To The Director, Bophelo House, Private Bag x227, Bloemfontein, 9300, or hand deliver @ room Main Building, Ground floor entrance, Cnr Charlotte Maxeke and Harvey Road, Bloemfontein.

FOR ATTENTION : Me P Mpu

POST 31/136 : **OCCUPATIONAL THERAPIST GRADE 1-3 REF NO: H/O/42**

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 : Free State Psychiatric Complex: Bloemfontein
REQUIREMENTS : Baccalaureus Degree/ Baccalaureus Scientiae degree in Occupational Therapist. Registration with the Health Professions Council of South Africa (HPCSA) as an Occupational Therapy. Offer will be based on proven years of experience. Proof of registration for 2021/2022. Attach proof of working experience endorsed by Human Resource. Experience **Grade 1**: None after registration with the HPCSA in the relevant profession as an Occupational Therapy 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 an Occupational Therapy 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 as a Occupational Therapy 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 Occupational Therapy 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 an Occupational Therapy 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 Occupational Therapy in respect of foreign qualified employees, of whom it is not required to perform Community

- Service, as required in South Africa. Knowledge And Skills: Computer literacy. Ability to work in a multi-disciplinary team. Active participation in planned programs/plans to enhance involvement, capacity building, open communication, and participative management in the Allied Health Professional Service Division. Good record management skills.
- DUTIES** : Effective and efficient implementation of clinical occupational therapy services to ensure compassionate and quality occupational Therapy Services rendered according to the OT scope of practice and Mental Health Care Act. Participate in quality assurance projects in Occupational Therapy service delivery. Training and supervision to relevant staff and students. Participate in intra and inter departmental collaboration with relevant stakeholders including the University of the Free State, licensed NGO's and Rehabilitation services. Participate in information & risk management Occupational Therapy. Management of allocated resources (consumable and equipment). Ongoing professional development in Occupational Therapy. Contribute to policy development when required. Administration function required by the job and the area practice profile.
- ENQUIRIES** : Mrs M Moore Tel No: (051) 4079482/9319
- APPLICATIONS** : To: The Chief Executive Officer, Free State Psychiatric Complex, Private Bag X20607, Bloemfontein, 9300, FSPC, Admin Building or hand deliver.
- FOR ATTENTION** : Me Mokopanele
- POST 31/137** : **SENIOR STATISTICAL ADVISOR REF NO: H/S/56**
Information Management and Research
- SALARY** : R316 791 per annum
- CENTRE** : Corporate Office, Bloemfontein
- REQUIREMENTS** : B.Sc. Degree in mathematical statistics or statistics majoring in econometrics or B.Sc honors in mathematical statistics or statistics majoring in risk analysis. 2 years' functional experience of which 1 year is at supervisory level
Knowledge and Skills: Ability to develop monitoring and evaluation tools to support the directorate. Ability to train the officials at all levels of care on the tools, data management system and data analysis as well as data use. Ability to monitor health services performance. Ability to think very fast in order to solve statistical problems around urgent information request from managers and stake holders as well as monitoring and evaluation challenges experienced in the department. Ability to think logically and strong problem-solving skills, plan strategically and develop solutions quickly. Ability to conduct data analysis challenges for the Department. Conduct trainings on data analysis as well as operational research program errors and problems need to be solved on the spot so that the training continues smoothly. Conflict management needs a quick thinker especially when working in health system to enable smooth running of the collaboration with other levels of care. Ability to discuss statistical data problems with respective managers until the consensus is reached. Conduct data review together with managers in order to avoid any data quality disagreements. Experience in managing statistical reports and data analysis preferably in a health environment. Experience in data processing and Interpretation, including data triangulation and target setting, as well as understanding measurements of routine data accuracy, are essential including strategic planning. Experience in using Microsoft Excel, R studio, VBA, Python, C++, SPSS or any other Statistical data analysis program used for statistical data analysis. Experience in report writing and training of health care workers on data monitoring systems and statistical analysis. Health-related statistical analysis experience, as well as knowledge of public health surveillance information system, are added advantages. Experience in interaction with health care works at all levels of the health system and willing to work odd hours
- DUTIES** : Training of provincial, managers on how to use and interpret. Information to manage their services and programs. Analyze all the data from all the, facilities and transform it into information. Support the department with using statistical thinking. Participate in writing of departmental research protocols and conducting research. Writing quarterly reports for managers and scientific papers for publications. Guide data analyst on data analysis for diseases monitoring in the facilities. Lead and support Information Management projects that enables data quality improvement through data analysis and data triangulation. Perform data analysis and interpretation of the results, report

writing, and monitoring the collected information quality. Conduct statistical data analysis using R Studio in an effort to produce a disease profile. Training of other information officers and support staff and managers on the use of data for disease monitoring and the use data reports for planning their Implement the Department's Monitoring and Evaluation Reporting format (inclusive of reporting timeframes) in line with the Department's Annual Performance Plan. Develop and support the implementation of Monitoring & Evaluation tools to improve data quality and ensure implementation of Information Management Policies throughout the health system. Monitor and report on the performance of the Department in relation to the following: Outcome based Provincial Plan, Department Annual Performance Plan, etc. Willing to drive extensively thorough out the province.

ENQUIRIES APPLICATIONS : Dr Chikobvu Tel No: (051) 408 1738
 : To The Director, Bophelo House, Private Bag x227, Bloemfontein, 9300, or hand deliver @ room Main Building, Ground floor entrance, Cnr Charlotte Maxeke and Harvey Road, Bloemfontein.

FOR ATTENTION : Me P Mpu

POST 31/138 : **PROFESSIONAL NURSE SPECIALTY (PNA2-PNA4): GRADE 1-3 REF NO: H/P/67**

SALARY : Grade 1: R256 905 per annum
 : Grade 2: R315 963 per annum
 : Grade 3: R383 226 per annum

CENTRE REQUIREMENTS : Embekweni Hospital: Zastron
 : Diploma/Degree in nursing or equivalent qualification that allows registration with the South African Nursing Council as Professional Nurse. Current registration with the South African Nursing Council. Registration with the SANC as a Professional Nurse Proof of registration for 2021/2022. Attach proof of working experience endorsed by Human Resource Department/ Employer. PNA-2: Experience: None after Registration with the SANC as a Professional Nurse. PNA-3: Experience: A minimum of 10 years appropriate/recognizable experience in nursing after registration with the SANC as Professional Nurse. PNA-4: Experience: A minimum of 20 years appropriate/recognizable experience in nursing after registration with the SANC as Professional Nurse. Knowledge And Skills: Good communication skills. Good interpersonal relations. Ability to work under pressure. Computer literacy.

DUTIES : Provide holistic nursing care to patients in a nursing unit (General and Maternity Ward) in a cost effective, efficient and equitable manner. Demonstrate an 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. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility. Detailed Key Performance Areas can be obtained from the contact person.

ENQUIRIES APPLICATIONS : Mr M R Motaung Tel No: (065) 673 1200/1201
 : To the Chief Executive Officer, Embekweni Complex, Private Bag X32, Zastron, 9950 or hand delivered at: Reichenberg Street no 1 Zastron 9950, Zastron, 9950.

FOR ATTENTION : Mrs P Botha

POST 31/139 : **PROFESSIONAL NURSE; SPECIALTY PNB1 (THEATER): GRADE 1-2: REF NO: H/P/69**

SALARY : Grade 1: R383 226 – R444 276 per annum
 : Grade 2: R471 333 - R579 696 per annum

CENTRE REQUIREMENTS : Mofumahadi Manapo Mopeli Regional Hospital: Witsieshoek
 : Diploma/Degree in nursing or equivalent qualification that allows registration with the South African Nursing Council as Professional Nurse plus a post-basic nursing qualification with a duration of at least 1 year, accredited with SANC. Current registration with the South African Nursing Council. Proof of registration for 2021/2022. Offer will be based on proven years of experience. Attach proof of working experience endorsed by Human Resource **Grade 1:** A minimum of 4 years appropriate/recognizable experience in nursing after registration with SANC as a Professional Nurse. **Grade 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 to above. Attach proof of working experience endorsed by Human Resource Department/ Employer. Knowledge And Skills: Good Communication and interpersonal Skills, Knowledge of key priority health programs. Computer literacy. A valid driver's license will be an added advantage.

DUTIES : Supervise and ensure the provision of an effective and efficient patient care through adequate nursing care in Theater. 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 material resources. Ensure the provision of an effective and efficient patients perioperative care through adequate nursing care in Operating theater. Coordinate and monitor the implementation of nursing care plan and evaluation thereof. Assessing patient's condition pre-op and ongoing through surgery, and ensuring that instrumentations and necessary supplies are available for patients' surgery. Prepare operating room with surgical equipment, sterile linen and supplies that will be needed during surgery. Ensure that equipment is functioning correctly. Maintains patient safety standards in procedure room, operating room and recovery room. Prepare timely and accurate records of patients' history and recovery charts.

ENQUIRIES : Mr HS Mosase Tel No: (058) 7183200/3204
APPLICATIONS : To the Chief Executive Officer, Mofumahadi Manapo Mopeli Regional Hospital, Private Bag x820, Witsieshoek, 9870, or hand deliver @ room 246, 1st floor, Mofumahadi Manapo Mopeli Regional Hospital, Mampoi Street, Witsieshoek.

FOR ATTENTION : Mr SR Makoko

POST 31/140 : **PROFESSIONAL NURSE; SPECIALTY PNB1 (OCCUPATIONAL HEALTH NURSE); GRADE 1-2 REF NO: H/P/70**

SALARY : Grade 1: R383 226 – R444 276 per annum
Grade 2: R471 333 - R579 696 per annum

CENTRE : Mofumahadi Manapo Mopeli Regional Hospital: Witsieshoek
REQUIREMENTS : Diploma/Degree in nursing or equivalent qualification that allows registration with the South African Nursing Council as Professional Nurse plus a post-basic nursing qualification with a duration of at least 1 year, accredited with SANC. Current registration with the South African Nursing Council. Proof of registration for 2021/2022. Offer will be based on proven years of experience. Attach proof of working experience endorsed by Human Resource **Grade 1:** A minimum of 4 years appropriate/recognizable experience in nursing after registration with SANC as a Professional Nurse. **Grade 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 to above. Attach proof of working experience endorsed by Human Resource Department/ Employer. Knowledge And Skills: Good Communication and interpersonal Skills, Knowledge of key priority health programs. Computer literacy. A valid driver's licence will be an added advantage.

DUTIES : Ensure the provision of an effective and efficient health care of all staff members at the hospital. 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 of all staff members. Maintain constructive relationships with Nursing and other stakeholders. Participate in the analysis, formulation of nursing guidelines, practices, standards and procedures. Developing and implementing health and safety programs. Working with employers and employees to identify health and safety needs in the workplace. Developing disease prevention programs in health care workers, such as smoking cessation, exercise, and healthy eating programs. Managing and documenting all employee injuries and illnesses within the workplace. Manage and Monitor proper utilization of human, financial and material resources.

ENQUIRIES : Mr HS Mosase Tel No: (058) 7183200/3204

APPLICATIONS : To the Chief Executive Officer, Mofumahadi Manapo Mopeli Regional Hospital, Private Bag x820, Witsieshoek, 9870, or hand deliver @ room 246, 1st floor, Mofumahadi Manapo Mopeli Regional Hospital, Mampoi Street, Witsieshoek.

FOR ATTENTION : Mr SR Makoko

POST 31/141 : **PHYSIOTHERAPIST GRADE 1-3 REF NO: H/P/68**

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 REQUIREMENTS : Elizabeth Ross District Hospital: Witsieshoek
Baccalaureus Degree. Registration with the Health Professions Council of South Africa (HPCSA) as a physiotherapist. Proof of current registration with HPCSA (2021/2022). Attach proof of working experience endorsed by Human Resource. Experience **Grade 1:** None after registration with the HPCSA in the relevant profession as a physiotherapist 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 physiotherapist 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. Computer literacy. **Grade 2:** Minimum of 10 years relevant experience after registration with the HPCSA as a physiotherapist 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 physiotherapist 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 physiotherapist 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 physiotherapist in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Computer literacy Knowledge and Skills: ICU knowledge and skills. Young and healthy enough to treat patient-letter from Physician to declare employee fit to treat confirmed ill patients.

DUTIES : Willing and skilled to treat all type of patients seen in the spectrum of the Physiotherapy Profession, e.g. Acutely ill patients. Neurology, Orthopedics, Cerebral, Palsy, etc. Refer specifically to any training (attach proof) and experience in the field of Cerebral Palsy. Render a Physiotherapy at a Tertiary Hospital. Liaison with the multidisciplinary team. After hour responsibilities, Health Promotion. Administration task applicable to the service area and implementation of quality control measures. Marketing of the profession. Supervision of students/assistant/ Community Service Physiotherapist/ support staff. Personal and profession Development-Tuition to Physiotherapy student's /health worker- Profession specific training, in service training.

ENQUIRIES APPLICATIONS : Dr. MP Setlaba Tel No: (058) 718 4000
To: The Chief Executive Officer, Elizabeth Ross District Hospital, PO Box 804, Witsieshoek, 9870 or hand delivered @ entrance, Elizabeth Ross District Hospital, Makong Village

FOR ATTENTION : Ms. A Sediane

POST 31/142 : **PROFESSIONAL NURSE PNA 3: GRADE 2 REF NO: H/P/71**

SALARY : R315 963 – R362 865 per annum

CENTRE REQUIREMENTS : Mofumahadi Manapo Mopeli Regional Hospital: Witsieshoek
Diploma/Degree in nursing or equivalent qualification that allows registration with the South African Nursing Council. Current registration with the South African Nursing Council (SANC). Registration with the SANC as a Professional 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. Experience: A minimum of 10 years appropriate/recognizable experience in nursing after registration with the SANC as Professional Nurse. Knowledge And Skills: Good communication and interpersonal skills. Demonstrate knowledge and related legal and ethical nursing practices.

- Understanding of key priority health programs. Computer literacy. Valid driver's license.
- DUTIES** : Coordinating with multiple specialists to ensure that their patients recover quickly, supervise provision of care, counselling and health education to patient, supervision on assessment planning, implementation and evaluation of nursing care plans. To facilitate optimal patient care, supervise modification of treatment plans where necessary, advice patient on health maintenance and preventative medicine, supervise proper utilization of human, financial and material resources. Work collaboratively with other team members of multidisciplinary team.
- ENQUIRIES APPLICATIONS** : Mr HS Mosase Tel No: (058) 7183200/3204
To the Chief Executive Officer, Mofumahadi Manapo Mopeli Regional Hospital, Private Bag x820, Witsieshoek, 9870, or hand deliver @ room 246, 1st floor, Mofumahadi Manapo Mopeli Regional Hospital, Mampoi Street, Witsieshoek.
- FOR ATTENTION** : Mr SR Makoko
- POST 31/143** : **PHARMACIST ASSISTANT (POST BASIC) REF NO: H/P/43 (X2 POSTS)**
- SALARY** : Grade 1: R208 383 – R234 738 per annum
Grade 2: R241 839 - R256 686 per annum
Grade 3: R262 068 - R299 658 per annum
- CENTRE REQUIREMENTS** : Manguang Metro District: Bloemfontein
Registration with the SAPC as a Pharmacist Assistant (Post basic). Attach proof of working experience endorsed by Human Resource **Grade 1:** None after registration with the SAPC as Pharmacist's Assistant (Post- Basic) **Grade 2:** A minimum of 5 years appropriate experience as Pharmacist Assistant after registration as a Pharmacist Assistant (Post- Basic) with the SAPC. Registration with the SAPC as Pharmacist Assistant **Grade 3:** A minimum of 13 years appropriate experience as. Pharmacist Assistant after registration as a Pharmacist Assistant (Post- Basic) with the SAPC. Knowledge And Skills: Good communication and interpersonal skills. Computer literacy.
- DUTIES** : Assists with the delivery of a good pharmaceutical service to patients. The provision of information to individuals in order to promote health. Assist with the distribution of pharmaceuticals and consumables stock. Assist with the control pharmacy stock: Checking of shelves, cleaning of shelves and stock, monitoring of temperature, maintenance of hygiene in stores, checking for expired stock, stock levels, stock cards. Receiving and unpacking of received stock. Picking and packing of pharmaceutical and consumable stock for distribution to institutions in the FS. Other: Customer care, Answering of phones.
- ENQUIRIES APPLICATIONS** : Mr M Shuping Tel No: (051) 2710100
To the District Manager, Mangaung Metro Health Services, FSPC, No 4 President Brand Street, Bloemfontein, 9300 or hand deliver.
- FOR ATTENTION** : Mr TA Mokoqo

OFFICE OF THE PREMIER

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.

MANAGEMENT ECHELON

- POST 31/144** : **HEAD OF DEPARTMENT: DEPARTMENT OF SOCIAL DEVELOPMENT REF NO: HOD SOC DEV**
- SALARY** : R1 978 533 per annum, All-inclusive remuneration package per annum PLUS a 10% non-pensionable Head of Department allowance. The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and a flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance. These appointments are subject to the signing of an employment contract, not exceeding a term of five years, a security clearance of top secret, a competency assessment and an annual performance agreement.

**CENTRE
REQUIREMENTS**

: Bloemfontein (Dept. of Social Development)
:
: The candidate must be in possession of an undergraduate qualification (NQF level 7) and a post graduate qualification (NQF level 8) as recognized by SAQA as well as 8 – 10 years of experience at a senior management level. (At least 3 years of which must be with any organ of State as defined in the Constitution, Act 108 of 1996). Potential applicants for posts in the Senior Management Service as well as existing SMS members who which to progress to higher levels within the SMS are expected to successfully complete the compulsory pre-entry Certificate for entry into the SMS which took effect on 1 April 2020. (Full details can be sourced by following the link: <http://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. Individual applicants are expected to pay for the course and may enroll for it at a cost of R265.00. The duration of the course is 120 hours.). No appointment to successful applicant will be concluded in the absence of the certificate. The candidate must have knowledge, skills, training and competencies in the principles of Corporate Governance; dynamic professional leadership abilities, as well as strategic, financial and people management skills; the ability to initiate and support organizational transformation and change, explore and implement new ways of delivering services that contribute to the promotion of the area of responsibility of the particular department in the province; the highest standard of ethical and moral conduct; and a thorough understanding of the issues relating to the area of responsibility of the particular department within the Free State Province and South Africa. Recommendation: A post graduate qualification in any of the areas of responsibility of the particular department and/or management will be a recommendation.

DUTIES

: To perform all the functions and the responsibilities attached to the post as Head of the Department in terms of the Public Service Act and the Regulations issued in terms thereof, which inter alia include the efficient management and administration of the Department, the effective utilization and training of staff, the maintenance of discipline, the promotion of sound labour relations and the proper use and care of state property, including the rendering of efficient and effective management systems to the Department which include resource management, financial management, information management and pro-active communication systems, as well as such functions, which may be prescribed. To function as Accounting Officer of the Department in terms of the Public Finance Management Act and the Treasury Regulations. Any other responsibility required by law. This candidate will also be responsible to: Assist with the development of appropriate policies relevant to the particular department and advise the MEC in this regard; ensure the effective implementation of Government Policies in the relevant areas of responsibility of the department mentioned and the Public Service as well as Provincial and National legislation relevant to the Portfolio; provide the MEC with sufficient information and advice to enable him/her to make sound and informed decisions in terms of his/her portfolio; to develop and implement a Strategic and Annual Performance Plan for the department in support of the implementation of the priorities and objectives of the particular department; and such other responsibilities as may be directed. Although the candidate is based in Bloemfontein, the post may require extensive traveling, both domestically and internationally.

**ENQUIRIES
APPLICATIONS**

: Mr. A.J. Venter Tel No: 051 405 4926
:
: Mr. AJ Venter Head: Corporate Administration, Office of the Premier, , PO Box 517, Bloemfontein, 9300, Room 406, OR Tambo House, St Andrew Street, Bloemfontein, 9301, E-mail: joann.kleynhans@fspremier.gov.za, Fax: 051 – 405 4955

**FOR ATTENTION
NOTE**

: Ms J Kleynhans
:
: Applications must be submitted on the prescribed Z83 form, obtainable from any public service department. All applications must be accompanied by a comprehensive CV, copies of all educational qualifications and supporting documents such as an identity document, drivers' licence etc. Such copies need not be certified when applying for the post. The communication from the HR of the department regarding the requirements for certified document will be limited to shortlisted candidates. Applications must be submitted on or before the closing date. Faxed or e-mailed applications may be submitted, subject to subsequent verification. Applications must be submitted to the address mentioned in the advertisement. All shortlisted candidates will be

subjected to a personnel suitability check. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Applicants are respectfully informed that if no notification on appointment is received within 4 months of the closing date, they must accept that their application was unsuccessful. Applications from people with disabilities are welcomed. NB: The successful candidate will be required to disclose his/her financial interests in accordance with the prescribed regulations. All shortlisted 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. Nominated candidates must attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools.

- CLOSING DATE** : 17 September 2021 at 16:00
- POST 31/145** : **HEAD OF DEPARTMENT: DEPARTMENT OF TREASURY REF NO: HOD: TREASURY**
- SALARY** : R1 978 533 per annum, All-inclusive remuneration package PLUS a 10% non-pensionable Head of Department allowance. The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and a flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance. These appointments are subject to the signing of an employment contract, not exceeding a term of five years, a security clearance of top secret, a competency assessment and an annual performance agreement.
- CENTRE REQUIREMENTS** : Bloemfontein (Dept. of Treasury)
 : The candidate must be in possession of an undergraduate qualification (NQF level 7) and a post graduate qualification (NQF level 8) as recognized by SAQA as well as 8 – 10 years of experience at a senior management level. (At least 3 years of which must be with any organ of State as defined in the Constitution, Act 108 of 1996). Potential applicants for posts in the Senior Management Service as well as existing SMS members who wish to progress to higher levels within the SMS are expected to successfully complete the compulsory pre-entry Certificate for entry into the SMS which took effect on 1 April 2020. (Full details can be sourced by following the link: <http://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. Individual applicants are expected to pay for the course and may enroll for it at a cost of R265.00. The duration of the course is 120 hours.) No appointment to successful applicant will be concluded in the absence of the certificate. The candidate must have knowledge, skills, training and competencies in the principles of Corporate Governance; dynamic professional leadership abilities, as well as strategic, financial and people management skills; the ability to initiate and support organizational transformation and change, explore and implement new ways of delivering services that contribute to the promotion of the area of responsibility of the particular department in the province; the highest standard of ethical and moral conduct; and a thorough understanding of the issues relating to the area of responsibility of the particular department within the Free State Province and South Africa. Recommendation: A post graduate qualification in any of the areas of responsibility of the particular department and/or management will be a recommendation.
- DUTIES** : To perform all the functions and the responsibilities attached to the post as Head of the Department in terms of the Public Service Act and the Regulations issued in terms thereof, which inter alia include the efficient management and administration of the Department, the effective utilization and training of staff, the maintenance of discipline, the promotion of sound labour relations and the proper use and care of state property, including the rendering of efficient and effective management systems to the Department which include resource management, financial management, information management and pro-active communication systems, as well as such functions, which may be prescribed. To function as Accounting Officer of the Department in terms of the Public Finance Management Act and the Treasury Regulations. Any other

responsibility required by law. This candidate will also be responsible to: Assist with the development of appropriate policies relevant to the particular department and advise the MEC in this regard; ensure the effective implementation of Government Policies in the relevant areas of responsibility of the department mentioned and the Public Service as well as Provincial and National legislation relevant to the Portfolio; provide the MEC with sufficient information and advice to enable him/her to make sound and informed decisions in terms of his/her portfolio; to develop and implement a Strategic and Annual Performance Plan for the department in support of the implementation of the priorities and objectives of the particular department; and such other responsibilities as may be directed. Although the candidate is based in Bloemfontein, the post may require extensive traveling, both domestically and internationally.

**ENQUIRIES
APPLICATIONS**

: Mr. A.J. Venter Tel No: 051 405 4926
: Mr. AJ Venter, Head: Corporate Administration, Office of the Premier, PO Box 517, Bloemfontein, 9300, Room 406, OR Tambo House, St Andrew Street, Bloemfontein, 9301, E-mail: joann.kleynhans@fspremier.gov.za, Fax: 051 – 405 4955

**FOR ATTENTION
NOTE**

: Ms J Kleynhans
: Applications must be submitted on the prescribed Z83 form, obtainable from any public service department. All applications must be accompanied by a comprehensive CV, copies of all educational qualifications and supporting documents such as an identity document, drivers' licence etc. Such copies need not be certified when applying for the post. The communication from the HR of the department regarding the requirements for certified document will be limited to shortlisted candidates. Applications must be submitted on or before the closing date. Faxed or e-mailed applications may be submitted, subject to subsequent verification. Applications must be submitted to the address mentioned in the advertisement. All shortlisted candidates will be subjected to a personnel suitability check. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Applicants are respectfully informed that if no notification on appointment is received within 4 months of the closing date, they must accept that their application was unsuccessful. Applications from people with disabilities are welcomed. NB: The successful candidate will be required to disclose his/her financial interests in accordance with the prescribed regulations. All shortlisted 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. Nominated candidates must attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools.

CLOSING DATE

: 17 September 2021 at 16:00

POST 31/146

: **DEPUTY DIRECTOR-GENERAL: PROVINCIAL POLICY PLANNING AND COORDINATION REF NO: 1/2021**

SALARY

: R1 521 591 per annum (Level 15), (An all-inclusive salary package). The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance.

**CENTRE
REQUIREMENTS**

: Bloemfontein (Office of the Premier)
: An undergraduate qualification (NQF Level 7) and a post graduate qualification (NQF level 8) as recognized by SAQA. 8 – 10 years of experience at a senior managerial level. Potential applicants for posts in the Senior Management Service as well as existing SMS members who which to progress to higher levels within the SMS are expected to successfully complete the compulsory pre-entry Certificate for entry into the SMS which took effect on 1 April 2020. (Full details can be sourced by following the link: <http://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. Individual applicants are expected to pay for the course and may enroll for it

DUTIES

at a cost of R265.00. The duration of the course is 120 hours.) No appointment to successful applicant will be concluded in the absence of the certificate.

: The duties are mainly, but not limited to, the following: Provide leadership to ensure that the strategic thrust and objectives of Policy Research, Development and Co-ordination are achieved within the Free State Province. This entails inter alia the following: Co-ordinate the implementation of Major Government Programmes and projects and any other National Programme of Government, having a provincial impact that needs to be implemented at provincial level. Development of policies and processes to ensure implementation of integrated development and planning. Determining the impact of the policy direction of Free State Provincial Government on the overall growth and development of the Free State and advise accordingly. Assess the impact of the implementation of policies/strategies including the Provincial Growth and Development Strategy in order to take corrective action where necessary and/or improve on policies/strategies for purposes of developing policy/strategies and or reporting on progress with implementation. Execute research that will impact on the macro policy direction of the Free State with regard to the macro-economic policy and other priority areas as identified. Manage Intergovernmental Relations and Special Programmes relating to vulnerable groups. Management of the Component to ensure the effective and efficient utilization of resources including the management of the performance of the personnel falling under this component.

ENQUIRIES

: Mr. A.J. Venter, DDG: Corporate Administration and Coordination, Tel No: 051 4054926

APPLICATIONS

: Posted to: Ms. Lerato Motsie, Office of the Premier, Human Resources Advice, Co-ordination and Management Directorate, PO Box 517, Bloemfontein, 9300 or Hand delivered to: Lerato Motsie, Room 8, Ground floor, OR Tambo House, Bloemfontein or e-mail lerato.motsie@fspremier.gov.za (Kindly note that applicants needs to verify at 051 4055276 whether application is received due to problems experience with our e-mails.

NOTE

: Directions to applicants: Applications must be submitted on form Z83, obtainable from any Public Service Department and must be accompanied by copies of qualifications; driver's license, identity document and a C.V. Such copies need not be certified when applying for the post. The communication from the HR of the department regarding the requirements for certified document will be limited to shortlisted candidates Applicants are requested to complete the Z83 form properly and in full. If a Z83 could not be obtained, a comprehensive CV should be submitted as application. The following information should be included in the CV: Personal information – Surname, Name, ID number, Driver's License, Race, Gender, Disability, Nationality and an indication of criminal offences; Contact details; Language Proficiency; Qualifications; Work experience and References. (Separate application for every vacancy should be submitted). Applications without a reference number or a clear indication of the post for which you apply will not be considered. Applications received after the closing date and those that do not comply with these requirements will not be considered. The onus is on the applicants to ensure that their applications are posted or hand delivered timeously. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). The successful candidate will be subjected to the verification of qualifications, employee reference checks, criminal record check as well as vetting where necessary. Applicants are respectfully informed that if no notification on appointment is received within 4 months of the closing date, they must accept that their application was unsuccessful. Applications from people with disabilities are welcomed. NB: Note: This appointment is subject to the signing of an employment contract, a security clearance and an annual performance agreement. The successful candidate will be required to disclose his/her financial interests in accordance with the prescribed regulations. All shortlisted 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 (in compliance with the DPSA Directive on the implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools.

CLOSING DATE : 17 September 2021 at 16:00

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 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. Applications can also be e-mailed to recruitment.fstresury@gmail.com or recruitment@treasury.fs.gov.za.

FOR ATTENTION : Mr. I B Pheello, Fidel Castro Building, Tel No: (051) 405 5069

CLOSING DATE : 27 September 2021

NOTE : Applications must be submitted on new Z.83 form (Updated version that came into effect on 1 January 2021), obtainable from any Public Service Department and must only be accompanied by copies of highest relevant qualification (a transcript of results must be attached or subjects should be mentioned in the CV), certificates relating to the post requirements, identity document, driver's license (if required) and a concise 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. The onus is on the applicants to ensure that their applications are posted, hand delivered or e-mailed 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. 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 previous employment verification). The Department reserves the right not to make appointments on the advertised posts.

OTHER POST

POST 31/147 : **ASSISTANT DIRECTOR: MUNICIPAL SUPPLY CHAIN MANAGEMENT**
REF NO: FSPT: 014/21

SALARY : R376 596 per annum (Level 09), (A basic salary)

CENTRE : Bloemfontein

REQUIREMENTS : A relevant degree in Supply Chain Management/ Retail Business Management/ Accounting/ Public Finance/ Public Administration/ Economics/ Business Administration with a minimum of 3 years' experience in a supply chain management environment. Proven knowledge Public Service Anti-corruption strategy, Public Sector supply chain management models and processes, Delegations of authority, Service level agreements, Supplier management, Asset management and Inventory management. Computer literacy, Presentation skills, Communication skills.

DUTIES : Monitor municipalities on the review of municipal supply chain management policies and standard operating procedures (SOP's). Monitor and report on supply chain management procurement plan. Monitor bid committees and report on contract management. Monitor and report on irregular expenditure. Perform any other "ad-hoc" functions relating to municipal supply chain management, as required. Manage the resources allocated.

ENQUIRIES : Mr. M H Leburu Tel No: 079 497 0012 (office hours only)