

## DEPARTMENT OF HEALTH

*It is the Department's intension to promote equity (race, gender and disability) through the filing of this post with a candidate whose transfer /promotion / appointment will promote representivity in line with the numeric targets as contained in our Employment Equity plan*

- APPLICATIONS** : The Director-General, National Department of Health, Private Bag X399, Pretoria. 0001. Applications should be forwarded to [recruitment@health.gov.za](mailto:recruitment@health.gov.za) quoting the reference number
- FOR ATTENTION** : Ms TP Moepi
- CLOSING DATE** : 21 February 2022, Closing Time: 12H00 Midday
- NOTE** : All short-listed candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (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 battery. Applications should be submitted on the new Z83 form obtainable from any Public Service Department and should be accompanied by a CV (previous experience must be comprehensively detailed). Copies of qualification certificates (need not be certified) should be attached (including Senior Certificate/Grade 12 certificate regardless of the qualification requirement indicated in the advert) including ID and driver's license. Only emailed applications will be considered. Applications received after the closing date and those that do not comply with the requirements will not be considered. It is the applicant's responsibility to have foreign qualifications and national certificates (where applicable) evaluated by the South African Qualification Authority (SAQA). The Department reserves the right not to fill the posts. The successful candidate will be subjected to personnel suitability checks and other vetting procedures. Applicants are respectfully informed that correspondence will be limited to short-listed candidates only. If notification of an interview is not received within three (3) months after the closing date, candidates may regard their application as unsuccessful. The Department will not be liable where applicants use incorrect/no reference number(s) on their applications.

## MANAGEMENT ECHELON

- POST 04/26** : **TECHNICAL ASSISTANT: PRIMARY HEALTH CARE (PHC) REF NO: NDOH 3/2022**  
(Contract Post) For a period of One Year  
Chief Directorate: District Health Services
- SALARY** : R1 057 326 per annum, (an all-inclusive remuneration package), (basic salary consist of 70% of total package, the State's contribution to the Government Employees Pension Fund (13% of basic salary) and a flexible portion]. The flexible portion of the package can be structured according to the Senior Management Service guidelines.
- CENTRE** : National Department of Health, Pretoria
- REQUIREMENTS** : An Undergraduate qualification (NQF 7) in Health Sciences or Public Health as recognised by SAQA. Honours or Masters Qualification in Health Science or Public Health will be an advantage. Registration with relevant Health Profession's Council. At least five (5) years' experience as middle/senior management level in policy development and analysis as well as monitoring and evaluation. Knowledge and understanding of the District Health Services (DHS), Public Finance Management Act (PFMA), Human Resources and Procurement policies as well as understanding and Treasury Regulations. Strategic capability and good leadership. Good problem solving and research skills, Good communication (written and verbal), facilitation, project management and computer literacy (Microsoft package) skills. Willingness to travel nationally and internationally and work irregular hours. A valid driver's licence.

**DUTIES** : Improve quality of services at Primary Health Care (PHC) facilities through the ideal clinic initiative in Gauteng and Mpumalanga provinces. Monitor health facility status improvement with special emphasis on non-negotiable vital elements. Accelerate the achievement of 90-90-90 HIV treatment targets through operation phuthuma. Ensure response to complaints and parliamentary questions. Management of resources in support of the ICRM programme.

**ENQUIRIES** : Mr RW Morewane at Tel No: (012) 395 8757

**POST 04/27** : **DIRECTOR: STRATEGIC PLANNING REF NO: NDOH 4/2022**  
Chief Directorate: Policy and Planning

**SALARY** : R1 057 326 per annum, (an all-inclusive remuneration package), (basic salary consist of 70% of total package, the State's contribution to the Government Employees Pension Fund (13% of basic salary) and a flexible portion]. The flexible portion of the package can be structured according to the Senior Management Service guidelines.

**CENTRE REQUIREMENTS** : Pretoria  
: An Undergraduate qualification (NQF 7) as recognised by SAQA in Health/Social Sciences. Post graduate qualification will be an advantage. At least five (5) years' experience as middle/senior management level within the Health Sector. Knowledge and understanding of the National Health System in South Africa, understanding of the legislative and regulatory requirements that impact the planning in the health sector, knowledge of government planning and budgeting processes, Public Finance Management Act (PFMA) and Public Service regulations as well as knowledge and understanding of routine health information systems. Good leadership, organisational, interpersonal, analytical, planning, communication (written and verbal) and computer literacy (Microsoft Office package) skills. Ability to work independently and with the team, willingness to travel extensively and work irregular hours. A valid driver's licence.

**DUTIES** : Facilitate and coordinate the development of National Department of Health Strategic plans, annual performance plans and operational plans according to the legislative and regulatory prescripts. Implement an integrated strategic planning framework. Support provincial department of health in the development of strategic plans, annual performance plans and district health plans. Ensure the management and technical leadership of the strategic planning directorate and undertake other tasks delegated to the official.

**ENQUIRIES** : Ms M Wolmarans at Tel No: (012) 395 9149

#### **OTHER POST**

**POST 04/28** : **DEPUTY DIRECTOR: MANAGEMENT ACCOUNTING REF NO: NDOH 2/2022**

**SALARY** : R744 255 per annum, (an all-inclusive remuneration package), (basic salary consists of 70% or 75% of total package, salary package will be structured according to Middle Management Service guidelines

**CENTRE REQUIREMENTS** : National Department of Health, Pretoria  
: Bachelor's degree (NQF 7) / National Diploma (NQF 6) recognised by SAQA in Accounting or Economics or related qualification at NQF level 6. At least five (5) years' appropriate financial experience at junior management or equivalent level preferably knowledge of Budget process in a government environment. Knowledge of Public Finance Management Act (PFMA), Treasury Regulations, Public Service Act, PSCBC Resolutions and other Governmental prescripts regarding financial matters. Sound knowledge of Persal System, Basic Accounting System (BAS) and Safetynet. Good communication (written and verbal), analytical and computer literacy (Microsoft Package) skills. Ability to work independently and in a team. Valid driver's licence.

**DUTES** : Undertake financial planning and budgeting for MTEF and ENE processes. Ensure that information for planning purposes are collected and analysed properly. Manage, review, analyse and consolidate inputs received from units, and quality assure the budget preparation process. Manage the drawings, roll-over, adjustment estimate, shifting and virement processes. Monitor cash flow reports and plans as required. Undertake financial reporting. Coordinate, review, analyse and quality

**ENQUIRIES**

assure the management accounting reporting processes and monitor compliance with financial prescripts. Management of risk and audit queries. Provide information for audits within five working days after receipt request. Provide financial management support. Document control and system controller. Ensure errors identified on financial source documents are raised.  
: Ms GB Mawela Tel No: 012 395-8695