

DEPARTMENT OF DEFENCE



- CLOSING DATE** : 02 September 2022 (Applications received after the closing date and faxed copies will not be considered).
- NOTE** : This is a permanent position. It is the Military Ombud's intention to promote equity through filling of posts, according to the set Employment equity targets. To facilitate this process successfully, an indication of race, gender and disability status is required. As part of the selection process shortlisted candidates will be subjected to a competency assessment to determine their suitability for the post, personnel suitability checks on criminal records, citizen verification, financial records and qualification verification. Successful candidate will be required to enter into an employment contract and a Performance Agreement, which must be signed and reviewed annually. Disclosure of financial interest where applicable, will also be done annually. The successful candidate will be expected to obtain an appropriate security clearance. Applications must be submitted on the prescribed form Z83 (obtainable from any Public Service Department office i.e effective 01 January 2021 or on the DPSA web site link: <https://www.dpsa.gov.za/newsroom/psvc/>. Should an application be received using incorrect application employment form Z83, it will be disqualified, which must be originally signed and dated by the applicant and which must be accompanied by a detailed CV only (with full particulars of the applicants' training, qualifications, competencies, knowledge & experience). A Nyukela pre-entry certificate obtained from National School of Government (NSG) is required for all SMS applicants. The course is available at the NSG under the name Certificate for entry into SMS and full detail can be obtained by following the below link:<https://www.thensg.gov.za/training-course/sms-pre-entryprogramme/>. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview which should not be older than six months. Failure to comply with the above instructions will result in applications being disqualified. Applicants applying for more than one post must submit a separate form Z83 (as well as the documentation mentioned above) in respect of each post being applied for. If an applicant wishes to withdraw an application it must be done in writing. Should an application be received where an applicant applies for more than one post on the same applications form, the application will only be considered for the first post indicated on the application and not for any of the other posts. Under no circumstances will photostat copies or faxed copies of application documents be accepted. The successful candidates will be subjected to Personnel Suitability Checks (criminal record, citizenship & financial/asset record checks and qualification and employment verification). Successful candidates will also be subjected to security clearance processes. Applicants who do not receive confirmation or feedback within 3 (three) months after the closing date, please consider your application unsuccessful. Due to the large volume of responses anticipated, receipt of applications will not be acknowledged and correspondence will be limited to short-listed candidates only. For more information on the job description(s) please contact the person indicated in the post details. Successful candidates will be appointed on probation for the period of twelve (12) months in terms of the prescribed rules. People with disability is welcome to apply.

MANAGEMENT ECHELON

- POST 30/02** : **CHIEF DIRECTOR: OPERATIONS REF NO: MILOMBUD/45/30/22**
This post is re-advertised in the DOD and broader Public service. All applicants who previously applied for Advertisement Ref No: CDOPS/MO/01/2022 are encourage to re-apply if still interested.
- SALARY** : R1 269 951 per annum (Level 14), (all-inclusive remuneration package)
- CENTRE** : Military Ombud Office, Eco Origin Block C4, Highveld, Pretoria
- REQUIREMENTS** : An LLB Degree. A relevant post graduate qualification at NQF level 9 as recognised by SAQA will be an added advantage. A certificate for SMS pre-

entry program is a requirement for all SMS appointments and must accompany the application for the post. Applicants must have functioned at a Director or equivalent level for a period not less than five (5) years at a strategic level in a Government/Corporate environment. Applicant must also have extensive Case Management and Dispute resolution experience. Working knowledge of the Military Environment will be an added advantage. Competencies: Conciliation, Mediation and Negotiation, Analytical and Interpretation, Written and Oral Communication, Facilitation, Presentation, Report Writing, Networking, Conceptual Thinking, Computer Literacy, Strong Leadership Skills, Policy Analysis and Formulation, Good Interpersonal Relationships, Language Proficiency, Purpose Driven, Team Player, Adaptable.

- DUTIES** : The successful candidate will be required to perform the following core functions: Provide strategic direction to the Operations Division. Direct the functions of the Chief Directorate in ensuring the effective and efficient resolution of complaints. Take responsibility of and direct the intake, analysis, investigations and the research and development environments within the Chief Directorate. Ensure that the assessment and determination of jurisdiction is done in accordance with service standards, Facilitate early dispute resolution, Facilitate expeditious and economical investigation of complaints lodged with the office and represent the interests of the Chief Directorate at a strategic level. Direct planning, budgeting and expenditure of the Chief Directorate. Direct drafting, implementation and review of strategy, policies and procedures that govern the functions of the Chief Directorate. Ensure good governance, integrity in managing the Chief Directorate. Lead and manage the staff in the Chief Directorate.
- ENQUIRIES** : Ms N.F. Ntloedibe Tel No: (012) 676 3841
- APPLICATIONS** : Military Ombud, Private Bag X163, Centurion, 0046, or may be hand delivered to Block C4, 349 Witch Hazel Ave, Eco Origin, Highveld, 0157.
- CLOSING DATE** : 02 September 2022 (Applications received after the closing date and faxed copies will not be considered).

OTHER POSTS

- POST 30/03** : **DEPUTY DIRECTOR: MICRO STRUCTURE MANAGEMENT REF NO: DIMS/45/30/22**
DPSP Division (Integrated Management Systems Directorate)

- SALARY** : R882 042 per annum (Level 12)
- CENTRE** : Erasmuskloof, Pretoria
- REQUIREMENTS** : An appropriate three-year diploma or degree (NQF Level 6/7) with 5 years relevant experience in the Management Services environment. Completion of the Management Services/Organisational and Work Study Course and Advanced Management Development Program will be an added advantage. Special requirements (Skills needed): Computer literacy (MS Excel, MS PowerPoint, MS Word and Lotus Notes). Good communication skills (Verbal and Written). Sound interpersonal relations and high level of professionalism. Reliable, self-motivated and flexible. Must be able to obtain a security clearance within a year.

- DUTIES** : The successful candidate will be expected to perform the following functions: The development, management of DOD Micro Structure Management Policy, Guidelines, Instructions and Directives. The management of the DOD Micro Structure Management projects and interventions. The development/management of the DOD Management Services Norms and Standards. The provision/management of the DOD Structure Management Training as the Functional Competency Authority. The effective and efficient administration/management of the Micro Structure Management Resources.

- ENQUIRIES** : Mr D Subramoney Tel No: (012) 355 5060/Ms LN Masenya, Tel No: (012) 355 5060
- APPLICATIONS** : Department of Defence, Directorate Integrated management Systems, Private Bag X161, Pretoria, 0001, Armscor Building C/O Nossob and Delmas Ave, Erasmuskloof, Pretoria.

- POST 30/04** : **MEDICAL OFFICER REF NO: SG 01/22/04 (X3 POSTS)**

- SALARY** : Grade 1: R833 523 per annum
Grade 2: R953 049 per annum
Grade 3: R1 106 037 per annum

		All-inclusive package per annum according to experience as per OSD regulations:
<u>CENTRE REQUIREMENTS</u>	:	1 Military Hospital, Thaba Tshwane), Pretoria
	:	Applicable degree, MBChB or equivalent registration with the Health Professions Council of South Africa (HPCSA) as an Independent Medical Practitioner. Computer literacy is essential.
<u>DUTIES</u>	:	Provide a Medical Service in 1 Military Hospital. Manage patients both as in an out patients and be able to manage emergencies. Supervise junior medical officers and interns in training. Liaise with relevant referral departments and participate in academic teaching and lectures. Ensure participation in an active CPD program that is run within and outside of the hospital. Manage the referral system of the department within and outside of the hospital within specific treatment guidelines and budgetary constraints. Work as a civilian within the Department of Defence with emphasis on privacy and non-disclosure of information. Participate in the commuted overtime system for the Department of Defence.
<u>ENQUIRIES APPLICATIONS</u>	:	Lieutenant Colonel A.E. Khorommbi Tel No: (012) 314 0355
	:	Department of Defence, South African Military Health Service, HR Services Department, 1 Military Hospital, Private Bag X1026, Thaba Tshwane, 0143 or maybe hand delivered to 1 Military Hospital, Voortrekker Road, Thaba Tshwane, Pretoria.
<u>POST 30/05</u>	:	<u>DEPUTY DIRECTOR: PERSONAL STAFF OFFICER TO CHIEF DPSP REF NO: DPSP/48/30/22/01</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R744 255 per annum (Level 11)
	:	Defence Policy, Strategy and Planning, Defence Headquarters (Armcor Building), Erasmuskloof, Pretoria.
	:	A recognised Degree/National Diploma NQF Level 5/6 from a recognised academic institution with at least a minimum of 3 years at an Assistant Director Level or equivalent with a minimum of 3 years' executive office management experience. Special requirements (Skills needed): Computer literate, able to operate with minimum supervision, ability to work under pressure, outstanding English written and verbal communication skills, analytical, problem solving, planning, organisational, administrative and interpersonal/media relations skills. Extensive knowledge of government policies, departmental policies, decision structures and activities. Extensive knowledge of the wider intra-departmental activities in government. Extensive knowledge of the administrative procedures regarding Finance (PFMA), Human Resources, Procurement, Planning, etc. in the DOD including norms and standards.
<u>DUTIES</u>	:	The successful candidate will be expected to perform the following functions: The planning and coordination of the Divisional Chief's program: Including advisory service on procedural/technical and policy matters. Render personalised administrative services/support to the Divisional Chief. Provide secretarial and liaison service to the Divisional Chief. Provide coordinated integration and dissemination of information for the Divisional Chief. Manage the Division's Conference Facility. Render complete financial service to the Office of the Chief of the Division. Perform other official duties as delegated by the Divisional Chief.
<u>ENQUIRIES APPLICATIONS</u>	:	Mrs E. McLoughlin Tel No: (012) 355 5450
	:	Department of Defence, Defence Policy, Strategy and Planning Division, Private Bag X910, Pretoria, 0001 or you may hand deliver to ARMSCOR Building, Cnr Nossob and Boeing Street, Erasmuskloof, Pretoria.
<u>NOTE</u>	:	Shortlisted candidates will be expected to complete a practical assessment.
<u>POST 30/06</u>	:	<u>CHIEF CLINICAL TECHNOLOGIST (NEPHROLOGY) REF NO: SG 01/21/05</u>
<u>SALARY</u>	:	Grade 1: R473 112 – R525 087 per annum Grade 2: R540 954 – R600 384 per annum Chief level or according to number of year's applicable experience as per Occupation Specific Dispensation (OSD).
<u>CENTRE REQUIREMENTS</u>	:	1 Military Hospital, Thaba Tshwane), Pretoria
	:	National Diploma in Clinical Technology (Nephrology) obtained before 01 April 2002 or B Tech Clinical Technology (Nephrology). Statutory Requirements: Current registration with the Health Professions Council (Independent/Private Practice). Continuous Professional Development (CPD) complaint. Experience: At least five (5) years Clinical Technology post registration

experience will be required. Special requirements: Must be able to obtain a confidential security clearance within a year. Skills: Computer literate, good communication (written & verbal) skills, organising, interpersonal relationship, problem solving- and research skills.

DUTIES : Deliver a holistic and effective Clinical Technology service to all approved clients. Perform selected diagnostic, therapeutic and corrective procedures according to specialization area and scope of practice. Provide specialist advice and training to Clinical Technology students, Nursing, Medical and other health care personnel. Participate in Clinical Technology research and development. Do relevant record keeping and administration. Implement the Department of Defence and SAMHS policy, plans and directives. Formulate and update standard work procedures. Assist with drafting of the budget and finance activities in the section.

ENQUIRIES : Colonel E.M. van der Westhuizen Tel No: (012) 367 9170
APPLICATIONS : Hand delivered at or couriered to: South African Military Health Service, Directorate Ancillary Health, Kasteelpark (next to Kloof Hospital), Katzenellenbogen Building, c/o Nossob and Jochemus streets, Erasmuskloof, Pretoria, 0181

POST 30/07 : **CHIEF MEDICAL TECHNOLOGIST (MICROBIOLOGY) REF NO: SG 01/22/06**

SALARY : Grade 1: R473 112 – R525 087 per annum
Grade 2: R540 954 – R600 384 per annum
Chief level or according to number of year's applicable experience as per Occupation Specific Dispensation (OSD).

CENTRE : 1 Military Hospital, Thaba Tshwane), Pretoria
REQUIREMENTS : National Diploma or B Tech in Biomedical Technology. Statutory Requirements: Registration with the Health Professions Council of South Africa (HPCSA) as a Medical Technologist in the category independent practice (Microbiology). Experience: Minimum of 5 years relevant experience as a Medical Technologist in Microbiology.

DUTIES : Key performance areas applicable to the execution of these services/functions are: Good knowledge and experience in the applicable functional field of medical Technology (Microbiology): Laboratory methodology. Sample processing and sample administration. Maintenance principles and procedures regarding laboratory analysers and general analytical equipment. Quality Control processes and procedures. Laboratory Accreditation processes. Laboratory statistics. Laboratory Data Management System. Well-developed skills and experience in Implementation and management of Occupational Health & Safety regulations/ procedures. Total quality management. Communication. SANAS Accreditation. Provide specialist advice and training to Biomedical Technology students and interns. Do relevant record keeping and administration. Implement the Department of Defence and SAMHS policy, plans and directives. Formulate and update standard work procedures. Assist with drafting of the budget and finance activities in the section.

ENQUIRIES : Lieutenant Colonel D.P. Maluka, Tel No: (012) 314 0161
APPLICATIONS : Department of Defence, South African Military Health Service, 1 Military Hospital, Private Bag X1026, Thaba Tshwane, 0143 or maybe hand delivered to 1 Military Hospital, Voortrekker Road, Thaba Tshwane, Pretoria.

POST 30/08 : **ASSISTANT DIRECTOR: PERSONAL ASSISTANT TO CHIEF DIRECTOR STRATEGIC MANAGEMENT REF NO: DPSP/48/30/22/02**

SALARY : R382 245 per annum (Level 09)
CENTRE : Defence Policy, Strategy and Planning, Defence Headquarters (Armscor Building), Erasmuskloof, Pretoria.

REQUIREMENTS : A recognised Degree/National Diploma/NQF Level 4/5 from a recognised academic institution with three (3) years' experience as PA. Special requirements (Skills needed): Computer literate, able to operate with minimum supervision, ability to work under pressure, outstanding English written and verbal communication skills, analytical, problem solving, planning, organisational, administrative and interpersonal/media relations skills. Extensive knowledge of government policies, departmental policies, decision structures and activities. Sound knowledge of the wider intra-departmental activities in government. Sound knowledge of the administrative procedures

		regarding Finance (PFMA), Human Resources, Procurement, Planning, etc. in the DOD including norms and standards.
<u>DUTIES</u>	:	The successful candidate will be expected to perform the following functions: The planning and coordination of the Chief Director's program including: Manage the Chief Director's correspondence and personal staff work. Co-ordination of the general administration of the Chief Director. Planning and arrangement of visits, meetings, functions and conferences as directed by the Chief Director. Liaison between the Chief Director and the Chief Directorate. Ensure quality control of all staff work to and from the Chief Director. Control and manage the budget and operational plans for the Chief Directorate. Manage all resources in the Office of the Chief Director. Perform other official duties as delegated by the Divisional Chief.
<u>ENQUIRIES APPLICATIONS</u>	:	Mrs E. McLoughlin Tel No: (012) 355 5450
	:	Department of Defence, Defence Policy, Strategy and Planning Division, Private Bag X910, Pretoria, 0001 or you may hand deliver to ARMSCOR Building, Cnr Nossob and Boeing Street, Erasmuskloof, Pretoria.
<u>NOTE</u>	:	Shortlisted candidates will be expected to complete a practical assessment.
<u>POST 30/09</u>	:	<u>MEDICAL TECHNOLOGIST (IMMUNOLOGY) REF NO: SG 01/22/07</u>
<u>SALARY</u>	:	Grade 1: R322 746 – R367 299 per annum Grade 2: R378 402 – R432 684 per annum Grade 3: R445 752 – R540 954 per annum Entry level or according to number of year's applicable experience as per Occupation Specific Dispensation (OSD).
<u>CENTRE REQUIREMENTS</u>	:	1 Military Hospital, Thaba Tshwane), Pretoria Diploma or B Tech in Medical Technology. Statutory Requirements: Registration with the Health Professions Council of South Africa (HPCSA) as a Medical Technologist in the category independent practice (Immunology). Experience: No Medical Technology post registration experience will be required but any relevant experience will be acknowledged.
<u>DUTIES</u>	:	Key performance areas applicable to the execution of these services/functions are: Good knowledge and experience in the applicable functional fields of medical technology. Laboratory methodology. Sample processing and sample administration. Maintenance principles and procedures regarding laboratory analysers and general analytical equipment. Quality Control processes and procedures. Laboratory Accreditation processes. Laboratory statistics. Laboratory Data Management System. Well-developed skills and experience in Implementation and management of Occupational Health & Safety regulations/ procedures. Total quality management. Communication. SANAS Accreditation.
<u>ENQUIRIES APPLICATIONS</u>	:	Lieutenant Colonel D.P. Maluka Tel No: (012) 314 0161
	:	Department of Defence, South African Military Health Service, 1 Military Hospital, Private Bag X1026, Thaba Tshwane, 0143 or maybe hand delivered to 1 Military Hospital, Voortrekker Road, Thaba Tshwane, Pretoria.
<u>POST 30/10</u>	:	<u>CLINICAL TECHNOLOGIST (CARDIOLOGY) REF NO: SG 01/22/08 (X2 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R322 746 – R367 299 per annum Grade 2: R378 402 – R432 684 per annum Grade 3: R445 752 – R540 954 per annum Entry level or according to number of year's applicable experience as per Occupation Specific Dispensation (OSD).
<u>CENTRE REQUIREMENTS</u>	:	1 Military Hospital, Thaba Tshwane), Pretoria National Diploma in Clinical Technology (Cardiology) obtained before 01 April 2002 or B Tech/ BHSC in Clinical Technology (Cardiology). (Candidates that will successfully obtain the B Tech/ BHSC Degree within the next six (6) months will be eligible to be considered for the post). Statutory Requirements: Current registration with the Health Professions Council (Independent/Private Practice). Candidates registered under Supervised Practice that will be able to provide Private Practice registration within the next six (6) months will be eligible to be considered for the post. Continuous Professional Development (CPD) complaint. Experience: No Clinical Technology post registration experience will be required but any relevant experience will be acknowledged. Special requirements: Must be able to obtain a confidential security clearance within a year. Skills: Computer literate, good communication (written & verbal)

- skills, organising, interpersonal relationship, problem solving- and research skills.
- DUTIES** : Deliver a holistic and effective Clinical Technology service to all approved clients. Perform selected diagnostic, therapeutic and corrective procedures according to specialization area and scope of practice. Provide specialist advice and training to Clinical Technology students, Nursing, Medical and other health care personnel. Participate in Clinical Technology research and development. Do relevant record keeping and administration. Implement the Department of Defence and SAMHS policy, plans and directives. Formulate and update standard work procedures. Assist with drafting of the budget and finance activities in the section.
- ENQUIRIES APPLICATIONS** : Colonel E.M. van der Westhuizen Tel No: (012) 367 9170
: Hand delivered at or couriered to: South African Military Health Service, Directorate Ancillary Health, Kasteelpark (next to Kloof Hospital), Katzenellenbogen Building, c/o Nossob and Jochemus streets, Erasmuskloof, Pretoria, 0181
- POST 30/11** : **DIAGNOSTIC RADIOGRAPHER REF NO: SG 01/22/09**
- SALARY** : Grade 1: R322 746 – R367 299 per annum
Grade 2: R378 402 – R432 684 per annum
Grade 3: R445 752 – R540 954 per annum
Entry level or according to number of year's applicable experience as per Occupation Specific Dispensation (OSD).
- CENTRE REQUIREMENTS** : 1 Military Hospital, Thaba Tshwane), Pretoria
: National Diploma Diagnostic Radiography / B-Tech Degree in Diagnostic Radiography / BA Rad. Statutory Requirements: Current registration with the Health Professions Council of South Africa (HPCSA) as an independent Diagnostic Radiographer. Experience: Community service experience with good exposure to all modalities of Diagnostic Radiography. Core Competency/Skills: Patient care and imaging, Quality Control and Quality Assurance, Radiation safety practices and infection control, Client service, Problem solving, decision making, Risk assessment, Good Communication, Flexibility, Computer literacy. Personal attributes: Good interpersonal skills, physical fitness, empathy / caring, tolerant / motivational, resilient, confidential, knowledgeable, disciplined, organised and hard-working.
- DUTIES** : Key performance areas applicable to the execution of the service/functions are: Rendering an efficient Diagnostic Radiography service within the Imaging Service Unit, Casualty Unit, General ICU, Covid (Isolation ward and ICU) Neonatal ICU, Theatre or as requested. Services include all Diagnostic Imaging Modalities. Liaison and co-operation with Medical personnel and Specialists from various departments. This also involves functioning and operational service with students from all medical fields as 1 Military Hospital is a training Hospital. Services cover a 24 Hour Period, including after hour duties/shifts. Duties performed in conjunction with and guided by the Constitution, Defence Act, Act 44 of 1957, Relevant Health Regulations, Occupation Health & Safety Act No 85 of 1993, Radiography Statutory Board Regulations, SAMHS orders, Directives, Regulations and Instructions.
- ENQUIRIES APPLICATIONS** : Lieutenant Colonel N. C. Seemane Tel No: (012) 314 0291
: Can be hand delivered or couriered to: 1 Military Hospital, X-Ray Department, Private Bag X1026, Thaba Tshwane, 0143.
- POST 30/12** : **MEDICAL TECHNOLOGIST (CYTOLOGY) REF NO: SG 01/22/10**
- SALARY** : Grade 1: R322 746 – R367 299 per annum
Grade 2: R378 402 – R432 684 per annum
Grade 3: R445 752 – R540 954 per annum
Entry level or according to number of year's applicable experience as per Occupation Specific Dispensation (OSD).
- CENTRE REQUIREMENTS** : 2 Military Hospital, Wynberg, Cape Town
: Diploma or B Tech Degree in Medical Technology. Statutory Requirements: Registration with the Health Professional Council of South Africa (HPCSA) as a Medical Technologist in the category independent practice Cytology. Experience: No Medical Technology post registration experience will be required but any relevant experience will be acknowledged.
- DUTIES** : Key performance areas applicable to the execution of these services/functions are good knowledge and experience in the applicable functional fields of

medical technology. Laboratory methodology. Sample processing and sample administration. Maintenance principles and procedures regarding general laboratory analytical equipment. Quality control processes and procedures. Laboratory statistics. Laboratory Data Management System. Well-developed skills and experience in implementation and management of Occupational Health & Safety regulations/procedures. Total quality management. Communication. SANAS Accreditation.

ENQUIRIES
APPLICATIONS

- : Lieutenant Colonel E.H.C. Engelbrecht Tel No: (021) 799 6290/6344
- : Department of Defence, SAMHS, 2 Military Hospital Private Bag X4, Wynberg, 7824, or may be hand delivered to 2 Military Hospital, Hospital Road, Wynberg, Cape Town.