

**PROVINCIAL ADMINISTRATION: NORTHERN CAPE
DEPARTMENT OF HEALTH**

This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all levels of all occupational categories in the Department.

- APPLICATIONS** : Please note applications can be hand delivered to the front reception of James Exum Building or E-Mailed at nhealthhr@ncpg.gov.za
- CLOSING DATE** : 26 August 2022
- NOTE** : internet at www.gov.za/documents. The application must include only completed and signed new Form Z83 and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as driver's licence where necessary, will only be submitted to shortlisted candidates to HR on or before the day of the interview date. Applicants who do not comply with the above-mentioned requirements, as well as applications received late, will not be 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 representivity in line with the numerical targets as contained in our Employment Equity Plan. 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 representivity in line with the numerical targets as contained in our Employment Equity Plan. Should an applicant wish to apply for more than one post, separate applications must be submitted for all posts. In terms of the Directive on Compulsory Capacity Development, Mandatory Training Days & Minimum Entry Requirements for SMS, a requirement for all applicants for SMS posts from 01st April 2020 is a successful completion of the Senior Management Pre-entry Programme as endorsed by the National School of Government (NSG). The successful candidate will be required to provide proof of completion of the NSG Public Service Senior Management Leadership Programme Certificate for entry into the Senior Management Service.

MANAGEMENT ECHELON

- POST 30/271** : **CHIEF DIRECTOR DISTRICT HEALTH SERVICES REF NO: NCDOH 129/2022**
- SALARY** : R1 269 951 per annum, (TCE Package)
- CENTRE** : Provincial Office, Kimberley
- REQUIREMENTS** : Bachelor's Degree in Health Sciences/Public Management and/or related (NQF Level 7) qualification as recognised by SAQA. Five (5) years' experience in Senior Management Service level (SMS) in the management of Health Services Sector. Pre-entry Certificate for the Senior Management Service (SMS) as endorsed by the National School of Government. Computer literacy. A valid driver's license. Competencies: strategic capability and leadership; people management and empowerment; programme and project management; financial management; change management; knowledge management; service delivery innovation; problem solving and analysis; conflict management, client orientation and customer care; communication. Knowledge and understanding of District Health Services Systems including Primary Health Care, Health Programmes and District Hospital Services. Sound knowledge of the relevant Legislation such as National Health Act, Public Finance Management Act (PFMA), Public Service Act; and Regulations and Policies. Planning and organisational, project management, financial

management, decision making and problem solving skills, have an understanding of legislative prescripts governing the public service. Possess knowledge of government communication structures and principles.

DUTIES

: Ensure optimal provision of integrated and appropriate health services and programme for the entire province (5 X Districts). Ensure development, implementation and monitoring of strategic and operational plan. Submission of monthly, quarterly and annual reports. Develop, maintain and implement the strategies, policies and programmes in line with national health related legislation and framework. Provide strategic leadership and human resource management and development. Preparation and maintenance of the DHS budget to meet the health and service needs of the province in accordance with all prescripts system geared towards the improvement of service delivery. Oversee and manage the implementation of health programme activities, budget and policies across interrelated functions in order to ensure that all targets are achieved in line with the with the strategic plans of the Department. Develop appropriate environment for implementing medium and long term plans to mitigate the impact of HIV/AIDS and Tuberculosis, maternal mortality, malnutrition and child related diseases, communicable diseases as well as men's health trends and identify strategies for evaluation of services. Ensure the development and implementation of effective communications strategies and reliable information systems for the benefit of the Department. Provide strategic leadership to Provincial and District teams in the development, implementation monitoring and reporting on district health and health programmes.

ENQUIRIES

: Mr R Strydom Tel No: 053 830 2100

OFFICE OF THE PREMIER

APPLICATIONS

: Please forward the applications for the post quoting the relevant reference number to: Senior Manager, Human Resources Administration, Private Bag X5016, Kimberley, 8300, hand deliver at JW Sauer Building, Office of the Premier, Ground Floor (Security) or alternatively email to rbooyesen@ncpg.gov.za

FOR ATTENTION

: Mrs. R. Booysen

CLOSING DATE

: 26 August 2022

NOTE

: Applications must be submitted on the prescribed form Z83 (obtainable from any Public Service Department) and must be completed in full and page 2 originally signed; Clear indication of the post, reference number and to department that is being applied for must be indicated on your Z.83. A detailed comprehensive CV specifying all qualifications and experience with respective dates. Applications submitted on the incorrect application form (old Z83) will be disqualified. Only shortlisted candidates will be required to submit certified copies of qualifications, ID and driver's license before or on the day of the interview. It is the responsibility of applicants in possession of foreign qualifications to submit evaluated results by the South African Qualifications Authority (SAQA). Online applications such as emails with the relevant supporting documents e.g. comprehensive CV will be accepted via electronic format e.g. Word, pdf, scanned images, etc. All shortlisted candidates will be subjected to a personnel suitability check which includes criminal record checks, verification of qualifications, financial and asset record checks, previous employment verification and citizenship verification. 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 the competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tool. The successful candidate will be required to enter into an annual performance agreement and will have to disclose his/her financial interests annually. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. All applications, including those submitted via registered mail must reach the department before 16h00 on the day of the closing date. Incomplete applications, applications on incorrect forms, applications sent or delivered to the wrong address or applications received after closing date will be disqualified.

MANAGEMENT ECHELON

<u>POST 30/272</u>	:	<u>CHIEF FINANCIAL OFFICER REF NO: CFO/FIN/2022</u>
<u>SALARY</u>	:	R1 269 951 per annum (Level 14), (all-inclusive remuneration package), (all-inclusive remuneration package consists of a basic salary and flexible portion structured according to personal needs)
<u>CENTRE REQUIREMENTS</u>	:	Kimberley Applicants must be in possession of an undergraduate qualification (NQF7) in Finance / Accounting, or an equivalent qualification as recognised by SAQA; Registered as a Chartered Accountant in good standing with a recognised Professional body will be an added advantage. Knowledge of the Public Finance Management Act (PFMA), Treasury Regulations and relevant government policies regulating financial management in Government: Generally, Recognised Accounting Practices (GRAP), Foreign Service Act, and Preferential Procurement Policy Framework (PPPFA). At least 5 years' experience at a senior managerial level, coupled with extensive management experience in the field of financial management covering Accounting, Auditing, Risk Management, Budgeting, Reporting, Asset Management and Supply Chain Management. A requirement for all applicants is a successful completion of the Senior Management Pre-Entry Programme as endorsed by the National School of Government (NSG). The course is available at the NSG under the name "Certificate for entry into SMS" and the full details can be obtained by following the below link: https://www.thnsg.gov.za/training-course/sms-pre-entryprogramme/ . The successful candidate will be required to provide proof of completion of the NSG Public Service Senior Management Leadership Programme Certificate for entry into the SMS. Competencies: Excellent knowledge of financial management, contract management, supply chain management systems and budgeting principles; Expert knowledge of Basic Accounting Systems, procedures and controls within the private and public sectors; Extensive experience in the application of strategic management, business planning and design, performance measurement, financial accounting, management accounting, cost accounting, internal controls, internal and external audit, information systems and Supply Chain Management; Knowledge and understanding of Facilities and Property management; Ability to establish good working relations with key stakeholders such as the National Treasury and Auditor-General of South Africa; Acumen and experience to manage and interact with key stakeholders at senior level; Proven strategic and leadership capabilities, programme and project management, and people management and empowerment; Well-developed research and development methodologies. Excellent communication skills (written and verbal); Client orientation and customer focus, honesty and integrity, and time management skills; Excellent project management, problem solving, report writing, computer and analytic skills are key to this post; Understanding of SA foreign policy.
<u>DUTIES</u>	:	Oversee and provide overall management in the implementation of financial management and administrative services; Oversee and manage the provisioning of assets and supply chain management services; Provide overall management and facilitation of properties and facilities management services; Provide overall management and strategic direction in the Branch; Execute all responsibilities delegated by the Accounting Officer in terms of Sections 38 to 43 of the PFMA; Maintain an integrated accounting and financial management system, including financial reporting and internal control; Oversee the budgetary process within the Department and ensure alignment to Departmental strategic objectives as well as exercise budgetary control and provide early warning arrangements at strategic level; Oversee the preparation and submission of quarterly and annual financial statements including other financial reports and liaise with National Treasury and the Auditor-General in this regard; Participate in policy formulation and review by rendering advice to the Executing Authority, Accounting Officer and Top Management on financial matters and financial consequences thereof; Oversee the development, revision and alignment of Office of the Premier policies, priorities and processes according to National Legislation, Public Service Regulations and national and international best practices; Liaise with CFO's of other government departments regarding financial transactions for diplomatic missions abroad and ensure speedy recovery of expenditure incurred by the Department on behalf of other Departments; Liaise with the relevant role-

ENQUIRIES

players in the financial environment regarding transversal financial matters;
Manage foreign exchange fluctuation in line with National Treasury and South
African Reserve Bank (SARB) guidelines.
Mr. Justice Bekebeke Tel No: 053 838 2950