

**PROVINCIAL ADMINISTRATION: WESTERN CAPE
DEPARTMENT OF AGRICULTURE**

- APPLICATIONS** : Only applications submitted online will be accepted. To apply submit your application online only: via <http://www.westerncape.gov.za/jobs> or <https://westerncapegov.erecruit.co>
- CLOSING DATE** : 05 December 2022
- NOTE** : Only applications submitted online at: www.westerncape.gov.za/jobs or <https://westerncapegov.erecruit.co> will be accepted. Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to attend interviews on a date and time as determined by the department. The selection process will be guided by the EE targets of the employing department. Should you experience difficulties with your online application, kindly note that technical support (challenges with online application) is only available from Monday to Friday from 08:00 to 16:00 you may contact the helpline at 0861 370 214. Otherwise, all other queries relating to the position, kindly contact the enquiries person as indicated in the advert.

OTHER POST

- POST 44/530** : **LAND USE TECHNICIAN: LAND USE MANAGEMENT (STELLENBOSCH)**
REF NO: AGR 57/2022

- SALARY** : R331 188 per annum (Level 08)
- CENTRE** : Department of Agriculture, Western Cape Government
- REQUIREMENTS** : An appropriate 3-year tertiary qualification (National Diploma/B- Degree or higher qualification) in Natural Resource Management, Environmental Management, Agriculture or Civil Engineering; A minimum of 3 years post qualification experience of Natural Resources Management principles; A valid (Code B or higher) driving licence. Recommendation: Working knowledge of the agricultural sector, natural resource management, crop production systems, water and irrigation and social physical properties; Management skills in human resources, financial and project management; Experience in MS Office, CAD, ArcView/GIS programs. Competencies: Knowledge of the following: Theory, design and implementation of environmental resource management plans; Legal compliance NEMA, CARA, SALA, NWA; Technical/scientific report writing; Skills needed: Written and verbal communication; Proven computer literacy; Planning and organising; Problem solving and analysis; Personnel and conflict management; Personal attributes: Self-motivated; Committed; Ability to work under pressure and under adverse field conditions.
- DUTIES** : Provide support to the land use manager; Assess and provide comments on applications for land use management; Facilitate the representation of the department and the sub-programme; Facilitate and coordinate the development and revision of a strategic plan, policies and guidelines for agricultural land use in the Western Cape Province as well as liaison with external service providers and clients.
- ENQUIRIES** : Mr C van der Walt Tel No: (021) 8085099

DEPARTMENT OF ECONOMIC DEVELOPMENT AND TOURISM

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OTHER POST

- POST 44/531** : **DEPUTY DIRECTOR: RED TAPE REDUCTION REF NO: DEDAT 18/2022**
- SALARY CENTRE** : R766 584 per annum (Level 11), all-inclusive salary package
: Department of Economic Development and Tourism, Western Cape Government
- REQUIREMENTS** : An appropriate 3-year tertiary qualification (National Diploma/B-Degree or higher); A minimum of 3 years management level experience working in a business environment Recommendation: Master's degree (or higher qualification) in economics; Experience in the following: Managing impact assessment projects across a wide range of sectors; Leading research projects; Using cost benefit analysis tools; Standard Cost Modelling and similar tools; The business industry and sectors. Competencies: Knowledge of the following: Concept of red tape and its reduction; Modern systems of governance; Project Management; Stakeholder Relationship Management. Skills needed: Written and verbal communication; Problem-solving; Research; Proven computer literacy (MSOffice).
- DUTIES** : Identify blockages and inhibitors to economic growth and development; Advocate and create awareness amongst stakeholders of the significance of red tape reduction; Facilitate the resolving of identified blockages and regulatory restraints; Management of Human Resource and Finance.
- ENQUIRIES** : Ms M Ellis at 083 565 1867

DEPARTMENT OF ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING

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OTHER POST

- POST 44/532** : **ENVIRONMENTAL OFFICER (SPECIALISED PRODUCTION): WASTE MANAGEMENT LICENSING REF NO: EADP 26/2022**
- SALARY CENTRE** : R420 318 per annum, (OSD as prescribed)
: Department of Environmental Affairs and Development Planning, Western Cape Government
- REQUIREMENTS** : An appropriate Honours Degree in Natural or Physical Sciences, Environmental Sciences, Engineering (Civil) Sciences or related; A valid (Code B) driving licence. Recommendation: Registered as an Environmental Assessment Practitioner (EAP) or Candidate EAP with the Environmental Assessment Practitioners Association of South Africa (EAPASA) or meets the requirements for registration and applied for registration or will apply for registration (appointment will be conditional to actual registration with EAPASA by a specified date); Experience in the following: Environmental field related to waste management; Compliance monitoring, enforcement and auditing; Environmental impact management or Waste management permitting or licensing; Willingness to travel as required. Competencies: Knowledge of the following: Environmental, general and hazardous waste management; Environmental legislation; Basic understanding of spatial and non-spatial

database management; General management; Financial management; Human resources management; Administration); Skills needed: Conflict management; Proven computer literacy (MS Office; Word-processing and spreadsheet packages through windows applications and electronic mail); Planning; Organizing; Report writing; Written and verbal communication and Supervisory and Mentoring. Ability to do the following: Ensure compliance and enforce relevant statutory obligations regarding regulations, policies and treaties related to waste management and environmental management; Conduct in-depth research; Conduct and interpret environmental monitoring and audits; Interpret and analyse complex general and hazardous waste information; Advise internal and external stakeholders.

DUTIES : Administer the waste management licensing process through the review and evaluation of waste impact and technical reports and the drafting of waste management licences; Assist with general office management, Financial management, Human Resource Management and Administration; Ensure compliance monitoring and enforcement of relevant waste management legislation with respect to statutory obligations; Develop, implement and review waste management licensing processes, systems, policy measures and specific projects relating to waste management licensing; Provide specialist advice and develop policies, legislation, norms, standards, minimum requirements guidelines of geohydrological, geotechnical and technical design aspects of waste management facilities and specific projects relating to waste management licensing.

ENQUIRIES : Mr L. McBain-Charles Tel No: (021) 4832747

DEPARTMENT OF HEALTH

In line with the Employment Equity Plan of the Department of Health, it is our intention with this advertisement to achieve equity in the workplace by promoting equal opportunities and fair treatment in employment through the elimination of unfair discrimination.

NOTE : It will be expected of candidates to be available for selection interviews on a date, time and place as determined by the Department. Kindly note that excess personnel will receive preference.

OTHER POSTS

POST 44/533 : **HEAD CLINICAL UNIT (MEDICAL) GRADE 1 (TRAUMA AND TRAUMA SURGERY)**

SALARY : R1 807 380 per annum, (A portion of the package can be structured according to the individual's personal needs).

CENTRE : Tygerberg Hospital, Parow Valley

REQUIREMENTS : Minimum educational qualification: Appropriate qualification that allows registration with the HPCSA as a Medical Specialist in Trauma Surgery. Registration with a professional council: Registration with the HPCSA as a Medical Subspecialist in Trauma Surgery. Experience: A minimum of three years appropriate experience as Medical Specialist after registration with the HPCSA as Medical Specialist in Trauma Surgery. Competencies (knowledge/skills): Fellowship of the College of Surgeons, Master's in Medicine (Surgery), certified subspecialist in Trauma Surgery. Extensive experience in leadership and operational management of a comprehensive trauma emergency surgery service. Extensive experience in pre-, infra-, and post-operative management of the injured. Experience in research and research supervision. Experience as author of peer reviewed trauma publications and research outputs. Experience in teaching and mentoring under- and postgraduate students. Excellent communication, negotiation and dispute-resolution skills. Strong leadership and decision-making skills. Ability to design, plan, develop and implement adult and paediatric trauma services Evidence of international recognition as leading academic Trauma Surgeon. Academic qualifications at PhD level.

DUTIES : Overall strategic, operational and administrative leadership and governance of the Trauma Emergency Unit and Trauma Surgical service at Tygerberg hospital (adult and paediatric trauma), in collaboration with the provincial trauma systems and the other clinical disciplines involved in care of the injured. Optimisation of available resources to provide excellent trauma care. Perform after hours duties (commuted overtime) related to the Trauma Unit / Trauma Surgery. Trauma team building, protocol development, education, outreach.

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| | | Lead and provide teaching and training of undergraduate and postgraduate students in Trauma Surgery. Participation in, and supervision of academic and research activities of the Division of Surgery. |
| <u>ENQUIRIES</u> | : | Prof E Steyn Tel No: (021) 938-9271, / Dr M Mukosi Tel No: (021) 938-4136 |
| <u>APPLICATIONS</u> | : | Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications") |
| <u>NOTE</u> | : | No payment of any kind is required when applying for this post. |
| <u>CLOSING DATE</u> | : | 02 December 2022 |
| <u>POST 44/534</u> | : | <u>ENGINEER PRODUCTION GRADE A TO C (MECHANICAL)</u> Directorate: Infrastructure Planning |
| <u>SALARY</u> | : | Grade A: R750 693 per annum Grade B: R846 429 per annum Grade C: R967 809 per annum (A portion of the package can be structured according to the individual's personal needs) (Salary within the range will depend on years of experience post professional registration) |
| <u>CENTRE</u> | : | Head Office, Cape Town |
| <u>REQUIREMENTS</u> | : | Minimum educational qualification: University degree in Mechanical Engineering. Registration with a professional council: Registration with the Engineering Council of South Africa (ECSA) as a Professional Engineer. Experience: Grade A: At least 3 years appropriate/recognisable experience after obtaining the relevant qualification e.g. BSc (Eng.). Grade B: At least 14 years appropriate/recognisable experience after registration as a Professional Engineer. Grade C: At least 26 years appropriate/recognisable after registration as a Professional Engineer. Competencies (knowledge/skills): Computer literacy (MS Office). A health-sciences related post-graduate qualification will be beneficial. Experience in and understanding of the design and construction of all mechanical elements with specific reference to HVAC and Rotational FIRE for complex buildings. Proven experience with feasibility studies in terms of life cycle costing of mechanical elements, green building technologies, technical specifications and commissioning principles for both Capital and Maintenance projects. Understand how to interpret existing and develop new Functional and Technical Norms and Standards. Knowledge of risk analysis and risk mitigation strategies. Knowledge and experience in terms of fire regulations is a recommendation. Experience in the preparation of reports, submissions and presentations in English and sound interpersonal and good verbal and written communication skills in at least two of the three official languages of the Western Cape. |
| <u>DUTIES</u> | : | Development, interpretation and customisation of functional and technical norms and standards Investigate proposals for innovative service delivery mechanisms and undertake feasibility studies. Compile briefing documentation and specifications with specific reference to mechanical installations. Investigate mechanical engineering installations and equipment, undertake design work and implement corrective measures, where necessary. Oversee implementation (construction) and commissioning of mechanical engineering installations. Research/literature studies to keep up with new technologies and procedures including interaction with professional Councils/Boards. |
| <u>ENQUIRIES</u> | : | Mr I Parker Tel No: (021) 483-9359 |
| <u>APPLICATIONS</u> | : | Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications") |
| <u>NOTE</u> | : | No payment of any kind is required when applying for this post. |
| <u>CLOSING DATE</u> | : | 02 December 2022 |
| <u>POST 44/535</u> | : | <u>CHIEF CLINICAL TECHNOLOGIST GRADE 1</u> |
| <u>SALARY</u> | : | R487 305 per annum |
| <u>CENTRE</u> | : | Tygerberg Hospital, Parow Valley |
| <u>REQUIREMENTS</u> | : | Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as a Clinical Technologist in Pulmonology. Registration with a professional council: Registration with the HPCSA as a Clinical Technologist: Pulmonology. Experience: A minimum of 3 years appropriate experience after registration with the HPCSA as a Clinical Technologist: Pulmonology. Inherent requirement of the job: After-hour service is compulsory. Competencies (knowledge/skills): Good communication skills (verbal and written) in at least two of the three |

official languages of the Western Cape. Ability to work within a group at all levels of authority. Ability to work under pressure. Capable of maintaining confidentiality. Good computer skills in MS Word and MS Excel. Knowledge of ventilation and appropriate experience in Critical Care.

DUTIES : Supervise and perform all diagnostic procedures in Pulmonology and Critical Care. Optimal Patient Care in Pulmonology is able to do the following investigations, Spirometry, Plethysmography, Gas Distribution, Exercise Testing, Compliance, NIOX, and Provocation. Optimal Patient Care in Critical Care is able to help with ventilation and haemodynamic monitoring. Training in Pulmonology according to ATS/ERS guidelines. Spirometry, Plethysmography, Gas Distribution, Exercise Testing, Compliance, NIOX, Provocation. Training in Critical Care in ventilation, haemodynamic monitoring. Research with GCP in place in both Pulmonology and Critical Care. Administrative duties like stock control, statistics and HR-related duties.

ENQUIRIES : Mr F Swart Tel No: (021) 938 5789

APPLICATIONS : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")

NOTE : No payment of any kind is required when applying for this post.

CLOSING DATE : 02 December 2022

POST 44/536 : **LECTURER: POST GRADUATE DIPLOMA NURSING PROGRAMMES**
(Directorate: Western Cape College of Nursing)

SALARY : Grade 1: R400 644 per annum

Grade 2: R492 756 per annum

CENTRE : Western Cape College of Nursing (based at Metro West Campus)

REQUIREMENTS : Minimum educational qualification: Basic R425 qualification accredited with the SANC (i.e., diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Post-basic qualification in Nursing Education registered with SANC. A specialist qualification in the following field, Mental Health Nursing. A relevant master's degree (NQF L9). Registration with a professional council: Registration with the SANC as Professional Nurse. Experience: **Grade 1:** A minimum of 4 years of appropriate/ recognisable nursing experience after registration as a Professional Nurse with SANC in General Nursing. **Grade 2:** A minimum of 14 years of appropriate/recognisable nursing experience after registration as a Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/ recognisable experience in Nursing Education after obtaining the 1- year post-basic qualification in Nursing Education. Inherent requirement of the job: Valid (Code B/EB) driver's licence. Willingness to travel. Competencies (knowledge/skills): Possess knowledge of relevant Legislation, Acts, Prescripts and Policy frameworks informing the area of operation. Knowledge of nursing education programmes and curriculum. Proficiency in teaching and assessment in Nursing Education including evaluation approaches. Possess good communication (written & verbal) and presentation skills. Knowledge of policy development, interpretation, implementation, monitoring and evaluation. Sound conflict management and decision-making/problem-solving skills. Good research and analytical skills. Good managerial and interpersonal skills. Computer literacy.

DUTIES : Provide education and training to student nurses. Coordinate clinical learning exposure to students between college and clinical areas. Support the mission and promote the image of the college. Implement assessment strategies to determine learners' competencies. Exercise supervision and control over students.

ENQUIRIES : Ms YN Magerman Tel No: (021) 684-1202

APPLICATIONS : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")

NOTE : No payment of any kind is required when applying for this post. Shortlisted candidates will be subjected to a competency test. "Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview." This concession is only applicable to candidates who apply for the first time for registration in a specific

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| | | post-basic qualification with the South African Nursing Council (including individuals who must apply for change in registration status). |
| <u>CLOSING DATE</u> | : | 02 December 2022 |
| <u>POST 44/537</u> | : | <u>PROFESSIONAL NURSE GRADE 1 TO 2 (SPECIALTY: OCCUPATIONAL HEALTH AND SAFETY)</u> Directorate: Facilities Management |
| <u>SALARY</u> | : | Grade 1: R400 644 per annum Grade 2: R492 756 per annum |
| <u>CENTRE REQUIREMENTS</u> | : | Head Office, (Occupational and Safety Laundry, TBH) Minimum educational qualification: Basic R425 qualification (i.e.) diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. A post-basic nursing qualification, with a duration of at least 1-year, accredited with the SANC in Occupational Health Nursing Science. Registration with a professional council: Registration with the SANC as Professional Nurse. Experience: Grade 1: A minimum of 4 years appropriate/recognizable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Grade 2: A minimum of 14 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of the periods above must be appropriate/recognisable experience in the specific speciality after obtaining the one-year post-basic qualification in the speciality as mentioned above. Inherent requirement of the job: A valid driver's licence (Code B/EB). Competencies (knowledge/skills): Demonstrate an understanding of nursing legislation and related legal and ethical nursing practices. Perform a quality clinical nursing practice in accordance with the scope of practice and nursing standards. Demonstrate effective communication with staff, patients, supervisors, and other clinicians including report writing. Work as part of the multi-disciplinary team to ensure good nursing care. Work effectively, co-operatively and amicably with persons of diverse intellectual and cultural backgrounds. Able to plan and organise own work and that of support personnel to ensure proper nursing care. |
| <u>DUTIES</u> | : | The incumbent will be responsible for specialized Occupational Health nursing care to staff in the Chief Directorate: Facilities and Infrastructure Management which includes the Central Laundries, Engineering Workshops and Clinical Engineering Workshops. Ensure implementation of relevant guidelines and Standard Operating Procedures (SOP's) in respect of Occupational Health Safety (OHS). Implement an Occupational Health and Safety (OHS) program. To report and manage Occupational Injuries on Duty (IOD). Facilitate and coordinate the management of Occupational Health and Safety risks. Maintain a continuous training program on Occupational Health and Safety (OHS). Ensure compliance to Safety Health Environment Risk and Quality (SHERQ) policy and legislation. Maintain professional growth, ethical standards and self-development. Participate in research. |
| <u>ENQUIRIES APPLICATIONS</u> | : | Mr A Thomas Tel No: (021) 918-1233 Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications") |
| <u>NOTE</u> | : | No payment of any kind is required when applying for this post. "Candidates who are not in possession of the stipulated registration requirements may also apply. Such candidates will only be considered for appointment on condition that proof of application for registration to register with the relevant council and proof of payment of the prescribed registration fees to the relevant council are submitted on or before the day of the interview. This concession is only applicable to candidates who apply for the first time for registration in the post basic qualification: in Occupational Health and Safety with the South African Nursing Council." |
| <u>CLOSING DATE</u> | : | 02 December 2022 |
| <u>POST 44/538</u> | : | <u>ASSISTANT DIRECTOR: HUMAN RESOURCE MANAGEMENT (PEOPLE MANAGEMENT)</u> Chief Directorate: Metro Health Services |
| <u>SALARY</u> | : | R393 711 per annum |
| <u>CENTRE</u> | : | Victoria Hospital |
| <u>REQUIREMENTS</u> | : | Minimum educational qualification: An appropriate three-year National Diploma or Degree. Experience: Appropriate experience in all aspects of human |

resource management, human resource development and labour relations. Appropriate supervisory experience. Appropriate PERSAL experience. Competencies (knowledge/skills): Strong managerial and supervisory skills. Computer skills (MS Office, Excel and PowerPoint). Sound knowledge of Human Resource policies, procedures, prescripts, HR audit compliance prescripts, management of the Approved Post Lists (APL), establishment control, Human Resource Development and Labour Relations. Good communication skills (written and verbal) in at least two of the three official languages of the Western Cape.

DUTIES : Facilitate, co-ordinate and manage HR Planning, Recruitment and Selection, Establishment Control, Staff Performance Management System and Human Resource Administration. Implement systems and strategies to ensure effective and efficient Quality and Risk Management in the Human Resource. Ensure compliance with the Auditor-General's requirements and HR audit reports are in line with the HR Compliance Monitoring Instrument (HR CMI) and HR Audit Action Plans (HR AAP). Administer and ensure that audit investigations, follow-up and feedback of audit findings are done timeously. Monitor APL expenditure and advise on rectification plans for areas of overspend. Manage Human Resource Development and the implementation of HRD policies, prescripts and Institutional Work Skills Plans. Management of sound Labour Relations and effective participation in IMLC and labour relations matters. Management and training of staff in the Human Resource Component.

ENQUIRIES : Ms Y. Nelukalo Tel No: (021) 799-1123, email: yvonne.nelukalo@westerncape.gov.za

APPLICATIONS : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")

NOTE : No payment of any kind is required when applying for this post. Short-listed candidates may be subjected to a practical and competency assessment.

CLOSING DATE : 02 December 2022

POST 44/539 : **CASE MANAGER**
Chief Directorate: Rural Health Services

SALARY : R331 188 per annum

CENTRE : George Hospital

REQUIREMENTS : Minimum educational qualification: Appropriate three-year health-related National Diploma/Degree registrable with the Health Professions Council of South Africa (HPCSA) or South African Nursing Council (SANC). Experience: Appropriate experience in Case Management/Medical Aid Environment and Managed Health Care policies and protocols. Appropriate experience in ICD-10 diagnostic and procedural code assignment. Inherent requirement of the job: Willingness to work over-time and travel when required. Competencies (knowledge/skills): Knowledge of Uniform Patient Fee Schedule, ICD-10 and the Medical Schemes Act 131 of 1998 and Regulations i.e. (PMB Legislation). Knowledge of EDI (Electronic Data Interchange), Managed Health Care standards and patient billing. To monitor the quality and ensure accuracy of Diagnostic and Procedural Coding. Computer Literacy (MS Word/Excel). Good verbal and written communication skills in at least two of the three official languages of the Western Cape.

DUTIES : Efficiently and effectively communicate and update clinical information for externally funded patients as well as the evaluation and monitoring of ICD 10-Coding for externally funded patients. Perform hospital Case Management functions w.r.t. pre-authorisation and authorisation, benefit management and review of clinical information for externally funded clients as well as providing quotes for elective procedures. Identify PMB diagnosis or ICD-Code to ensure claims are paid from the correct benefit, as well as when benefits are exhausted. Efficient and effective interpretation and implementation of Case Management policies, protocols, and procedures including the conducting of clinical audits of patient accounts to ensure accuracy of invoices for the submission to external funders. Supervision of staff as well as co-ordinating the workflow processes between clinical and admin personnel relating to Case management which include ICD10-coding, PMB's and account queries as well as quality client care and compilation of statistical reports for hospital management. Provide assistance to Hospital Fees staff regarding medical scheme authorisations, liaising with medical schemes and MediKredit regarding rejected claims as well as in terms of follow-up of outstanding

medical scheme and state department balances, account queries and provide quotations to H2, H3 and Foreign patients.

ENQUIRIES : Ms L Odendaal Tel No: (044) 802-4332

APPLICATIONS : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")

NOTE : No payment of any kind is required when applying for this post. This post will not be linked to any of the Occupational Specific Dispensations.

CLOSING DATE : 02 December 2022

POST 44/540 : **OCCUPATIONAL HEALTH AND SAFETY OFFICER**
West Coast District

SALARY : R331 188 per annum

CENTRE : West Coast District Office

REQUIREMENTS : Minimum educational qualification: An appropriate three-year National Diploma/B-Degree in Safety Management or Occupational Health & Safety Environmental Management or any other relevant qualification. Registration with a professional council: Registration with the South African Institute of Occupational Safety and Health (SAIOSH) (either as Technical/Graduate/Chartered). Experience: Appropriate experience and sound Knowledge in Occupational Health & Safety. Inherent requirements of the job: Willingness to work after hours, travel and to meet the operational requirements. Valid drivers' licence (Code B/EB). Sleep out/over in the district and extensive driving. Competencies (knowledge/skills): Excellent communication with community and other stakeholders' engagement and facilitation skills as well as ability to work in a team across service platforms. Knowledge of relevant legislation, policies incl. Health care 2020. Understanding of the OHS Act 1993 and related regulations. Excellent planning and organizational skills in OHS. Computer Proficiency (MS Office (Word, MS Excel MS PowerPoint, email). Communication skills (written and verbal). Statistical analysis & Analytical skills. Presentation and facilitation skills. Ability to communicate in 2 of the 3 official languages of Western Cape. Creativity, self-motivation, and assertiveness. Ability to function under pressure and handle a high work volume. Ability to prioritise and organize work and to exercise self-discipline. Ability to work independently without supervision.

DUTIES : Promotion of a safe health care environment through monitoring and management of the occupational health & safety risks within the district. Oversee district and facilities compliance with relevant occupational health and safety requirements, legislation, codes of practice, standards, and norms. Education and training within areas of control. Ensuring effective administration of the occupational health and safety activities. Continuous Professional Development.

ENQUIRIES : Ms E Van Ster Tel No: (022) 487-9269

APPLICATIONS : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")

NOTE : No payment of any kind is required when applying for this post. You will be required to do a practical computer exercise. A detailed CV indicating your relevant work experience is required.

CLOSING DATE : 02 December 2022

POST 44/541 : **PROJECT ADMINISTRATOR: SUPPORT SERVICES**
Directorate: Information Technology

SALARY : R331 188 per annum

CENTRE : Head Office, Cape Town

REQUIREMENTS : Minimum educational requirement: An appropriate 3-year tertiary qualification (National Diploma/B-Degree). Advantage: ITIL and COBIT. Experience: Appropriate experience in a Project Management environment. ICT Governance frameworks and processes will be an advantage. Inherent requirement of the job: Valid (Code B/EB) driver's licence. Willingness to travel and/or be on standby. Competencies (knowledge/skills): An understanding of ICT and other relevant WCG legislation and policies. An understanding of ICT Governance. A high level of computer literacy (Advanced MS Office). Good communication and inter-personal skills in at least two of the three official languages of the Western Cape. Ability to work co-operatively with colleagues and stakeholders at all levels. Ability to assist with management of vendor

- contracts and SLA's. Budgeting and financial management skills. Analytical and strategic thinking.
- DUTIES** : Provide project management administrative support services for health ICT projects. Assist to co-ordinate and implement ICT Governance in the department. Assist to develop and implement the ICT Strategic and Operational Plans for the WCG Health. Assist to manage and monitor ICT Risks. Provide administrative support to monitor and evaluate vendor performance against contracts and Service Level Agreements. Assist with finance Management.
- ENQUIRIES** : Mrs N Roodt Tel No: (021) 938-6209
- APPLICATIONS** : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
- NOTE** : No payment of any kind is required when applying for this post. It may be expected of shortlisted candidates to do a presentation and undergo a competency assessment.
- CLOSING DATE** : 02 December 2022
- POST 44/542** : **ADMINISTRATIVE OFFICER: FINANCE (SUPPLY CHAIN MANAGEMENT AND FINANCE)**
West Coast District
- SALARY** : R269 214 per annum
- CENTRE** : Vredenburg Hospital
- REQUIREMENTS** : Minimum educational qualification: Senior Certificate (or equivalent) with Mathematics and/or Accountancy as a passed subject and/or Senior Certificate (or equivalent) with experience/competencies that focuses on the Key Performance Areas (KPA's) of the post. Experience: Appropriate experience in a Supply Chain Management environment. Appropriate working experience and skills in LOGIS, BAS and EPS/WCSEB. Inherent requirements of the job: Valid (Code B/EB) drivers' licence. Willingness to travel and work overtime. Willingness to work shifts including night duty, overtime, weekends, public holidays, and relief in other departments. Competencies (knowledge/skills): Extensive knowledge and experience of Bas and Logis Reconciliations. Ability to work in a team context and motivate team members. Computer literacy and thorough knowledge of computer systems (LOGIS, SharePoint, ESL, Clinicom, BAS and EPS). Knowledge of the Public Financial Management Act (PFMA), National and Provincial Treasury Regulations.
- DUTIES** : Effective and efficient management of procurement processes; inventory control, warehouse management and Asset Management processes. Perform LOGIS system controller functions. Ensure audit compliance, as well as handle audit queries with regard to SCM. Accurate and timeous monthly reporting, as well as compilation of annual/interim financial statements. Responsible for inspections, support visits and training in Saldanha Sub-District. Relieve and support to supervisor.
- ENQUIRIES** : Ms J Basson Tel No: (022) 709-7276
- APPLICATIONS** : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
- NOTE** : No payment of any kind is required when applying for this post.
- CLOSING DATE** : 02 December 2022
- POST 44/543** : **LIAISON OFFICER (QUALITY ASSURANCE)**
Chief Directorate: Rural Health Services
- SALARY** : R269 214 per annum
- CENTRE** : Worcester Regional Hospital
- REQUIREMENTS** : Minimum educational requirement: An appropriate three-year National Diploma or Degree in Public Relations Management, Communication or Public Administration. Experience: Appropriate experience in the communication field/administration. Appropriate supervisory experience. Inherent requirement of the job: Willingness to work shifts or after-hours when required. Competencies (knowledge/skills): Computer literacy (MS Word, PowerPoint and Excel). Good written and verbal communication skills in at least two of the three official languages of the Western Cape. Good presentation skills, able to work independently and as part of a team. Good planning and organizational skills and project management skills. Good interpersonal relationships.
- DUTIES** : Plan and coordinate surveys. Assist with complaints and compliments management and patient enquiries (telephonic, verbal and written). Liaise with

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| | : | all the relevant stakeholders to ensure effective communication and collaboration between the different departments and the members of the public. Data capturing. Perform comprehensive administrative duties and prepare all relevant reports. Supervision and support to supervisor. |
| <u>ENQUIRIES APPLICATIONS</u> | : | Mrs S Nieuwoudt Tel No: (023) 348-6455 |
| | : | Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications") |
| <u>NOTE</u> | : | Applicants may be required to undergo practical testing. No payment of any kind is required when applying for this post. |
| <u>CLOSING DATE</u> | : | 02 December 2022 |
| <u>POST 44/544</u> | : | <u>FOOD SERVICES MANAGER</u> |
| <u>SALARY</u> | : | R269 214 per annum |
| <u>CENTRE</u> | : | Tygerberg Hospital, Parow Valley |
| <u>REQUIREMENTS</u> | : | Minimum educational requirement: A three-year degree/Diploma or equivalent in Food Service Management. Experience: Appropriate experience in the Food Services environment. Management experience. Inherent requirement of the job: As the Food Services Component renders a 7-day week function, the successful candidate will be required to work shifts and weekends, and public holidays. Competencies (knowledge/skills): Computer literacy, problem-solving, decision-making, time management, presentation, and managerial skills. Sound numerical skills. Ability to communicate in at least two of the three official languages of the Western Cape. |
| <u>DUTIES</u> | : | Manage the Food Service Unit: 24 hours per day and 7 days per week on a rotation basis. Manage the preparation, distribution, and serving of meals including special diets. Manage meal plan and meal production. Manage personnel and equipment. Manage /Administer human physical and financial resources. Responsible for hygiene and safety standards. Effective utilisation of the Food Service team. Apply departmental regulations and protocols. |
| <u>ENQUIRIES APPLICATIONS</u> | : | Ms R Keyser Tel No: (021) 938-4135 |
| | : | Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications") |
| <u>NOTE</u> | : | No payment of any kind is required when applying for this post. |
| <u>CLOSING DATE</u> | : | 02 December 2022 |
| <u>POST 44/545</u> | : | <u>ARTISAN PRODUCTION GRADE A TO C (ELECTRICAL)</u> West Coast District |
| <u>SALARY</u> | : | Grade A: R199 317 per annum Grade B: R234 780 per annum Grade C: R274 092 per annum |
| <u>CENTRE</u> | : | Swartland Sub-district (stationed at Swartland Hospital) |
| <u>REQUIREMENTS</u> | : | Minimum educational qualification: Appropriate Trade Test Certificate. Experience: Grade A: No experience required. Grade B: At least 18 years appropriate/recognisable experience in the area after obtaining the relevant Trade Test Certificate. Grade C: At least 34 years appropriate/recognisable experience in the area after obtaining the relevant Trade Test Certificate. Inherent requirements of the job: Valid (Code E/EB) driver's licence and willingness to travel. Physically fit to perform duties. Willingness to do standby duties/overtime to attend to emergencies when required. Competencies (knowledge/skills): Ability to communicate in at least two of the three official languages of the Western Cape. Conversant with the requirements of the Machinery and Occupational Health and Safety Act (Act 85 of 1993). Ability to conduct fault-finding exercises and do/service repairs down to component level and competent with hands-on practical work experience. Ability to write and draw specifications (i.e. to describe the quality of jobs to be done and services to be rendered, in writing, and per drawings) and appropriate computer literacy in Ms Word and Excel, Email and internet use. Appropriate experience/knowledge in the different fields of a hospital environment. |
| <u>DUTIES</u> | : | Responsible for the maintenance and repairs of buildings, plants. Equipment etc. as part of workshop team. Carry out or assist Foreman with day-to-day planning and management of job cards for the workshop including workload management, tracking and logging of jobs (in a register/ portal), planning and procurement of materials and equipment and quality control of completed works. Carry out technical investigations, provide technical support to clients, write specifications or work plans and repair, service and maintain equipment, |

plant and buildings in accordance with the relevant standards. Provide input to the operational plan of the workshop, assist with the administration of work including reporting and assist personnel with completion of administrative documents. Carry out or assist with mechanical, electrical, plumbing and carpentry requirements (jobs, tasks, faults) as required and, assist with the compilation of minor specifications and project management of outsourced contracts/jobs. Responsible for or assist the Foreman with the control of tools and material as well as development of workshop staff. Responsible for people management, finance and supply management as well as effective communication with internal and external stakeholders regarding execution of projects. Will act as supervisor in the absence of Foreman/ Senior Artisan.

ENQUIRIES : Mr C Vermaak Tel No: (022) 487-9226
APPLICATIONS : The Manager: Medical Services, Swartland Hospital, Private Bag X2, Malmesbury, 7299.
FOR ATTENTION : Ms A Groenewald
NOTE : No payment of any kind is required when applying for this post.
CLOSING DATE : 02 December 2022

POST 44/546 : **ADMINISTRATION CLERK: SUPPLY CHAIN MANAGEMENT**
 Directorate: Pharmacy Services

SALARY : R181 599 per annum
CENTRE : Cape Medical Depot, Head Office
REQUIREMENTS : Minimum educational requirement: Senior Certificate (or equivalent) with Mathematics or Accountancy as a passed subject or Senior Certificate (or equivalent) with experience/competencies that focuses on the Key Performance Areas (KRA's) of the post. Experience: Appropriate experience in Supply Chain Management warehouse/stores environment. Competencies (knowledge/skills): Sound theoretical and experience of Supply Chain Management in warehouse functions. Good communication skills in at least two of the three official languages of the Western Cape. Computer literacy in MS Office. LOGIS and Electronic Procurement System (EPS).

DUTIES : Store management, procurement process towards ordering, receiving, and issuing inventory to the end user and preparing and submitting documents for payment. Procure items via transversal contracts and/or the Electronic Procurement System (EPS). Do spot checks on a monthly basis and full counts with AFS and IFS reporting. Assist with monthly reporting for warehouse section and perform general LOGIS system functions pertaining to warehouse. Update bin cards, manage damaged/expired stock. Assist in asset and contract management on a rotational basis.

ENQUIRIES : Ms C Buthelezi Tel No: (021) 483-8804 or Mr N Dickenson Tel No: (021) 483-2142

APPLICATIONS : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")

NOTE : No payment of any kind is required when applying for this post.
CLOSING DATE : 02 December 2022

POST 44/547 : **ADMINISTRATION CLERK: ADMISSIONS**
 Cape Winelands Health District

SALARY : R181 599 per annum
CENTRE : Bonnievale CC, Langeberg Sub-district
REQUIREMENTS : Minimum educational requirement: Senior Certificate (or equivalent). Experience: Appropriate experience as an Admin Clerk in Hospital/clinic environment. Inherent requirement of the job: The ability to work under pressure. Valid (Code B/EB) driver's licence. Competencies (knowledge/skills): Language proficiency in two of the three official languages of the Western Cape. Good interpersonal and communication skills. Must be computer literate (Windows, Excel, PHCIS, CLINICOM). LOGIS and Electronic Procurement System (EPS).

DUTIES : Registering of patients on the Patient Administration System (PHCIS). Provision of administration support to the facility. Responsible for folder management – filing retrieving and disposing of folders and the filing of reports. Responsible for handling patient telephonic enquiries. Provision of information management support and capturing of data. Willingness to work in other clinics due to operational requirements.

ENQUIRIES : Ms E Pengelley Tel No: (023) 626-8547

APPLICATIONS : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")
NOTE : No payment of any kind is required when applying for this post.
CLOSING DATE : 02 December 2022

POST 44/548 : **STERILISATION OPERATOR PRODUCTION**
Chief Directorate: Metro Health Services

SALARY : R128 166 per annum
CENTRE : Oral Health Centre, Tygerberg / Mitchell's Plain
REQUIREMENTS : Minimum educational requirement: General Education and Training Certificate (GETC)/Grade 9 (Std 7). Experience: Appropriate experience and knowledge of CSSD. Competencies (knowledge/skills): Knowledge of the Sterilisation process. Good interpersonal and numerical skills. The ability to work in a team environment and independently. Effective cleaning and packing abilities of heavy equipment. Good reading and writing skills in at least two of the official languages of the Western Cape.

DUTIES : Deliver/collect soiled equipment to and from the sterilisation and various other departments with a heavy-duty trolley, including related duties in the operating theatres. Decontaminate, package, control and sterilize of instruments, and other equipment in the department. Operate autoclaves and instrument washing machines. Issue sterile stock according to departmental needs. Fold and sterilize linen packs. Monitor, control and maintain stock levels. Perform ad-hoc duties at Oral Centre, Mitchell's Plain.

ENQUIRIES : Ms. V. Naido Tel No: (021) 370-4479
APPLICATIONS : Applicants apply online: www.westerncape.gov.za/health-jobs (click "online applications")

NOTE : A competency test may form part of the selection process. No payments of any kind is required when applying for this post.

CLOSING DATE : 02 December 2022

POST 44/549 : **FOOD SERVICES AID**
Central Karoo District

SALARY : R107 196 per annum
CENTRE : Beaufort West Hospital
REQUIREMENTS : Minimum requirement: Basic literacy and numeracy skills. Experience: Appropriate experience in an Industrial Food Service Unit, within a Hospital setting. Inherent requirements of the job: The incumbent must be strong enough to lift heavy objects and be on their feet the entire day. Willingness to work shifts (weekends and public holidays). Competencies (knowledge/skills): The ability to communicate efficiently (read, speak and write) in at least two of the three official languages of the Western Cape. Knowledge of hygiene, occupational health, HACCP and safety principles. The ability to prepare meals according to standardized recipes.

DUTIES : Perform all tasks emanating from the preparation and serving of food. Maintained general hygiene and safety standards in the Food Service Unit. Assist in the receiving, safe storage and stock control of food supplies. Assist with the informal in-service training of new employees.

ENQUIRIES : Mr J Roberts Tel No: (023) 414-8283
APPLICATIONS : The District Manager: Garden Route District Office, Private Bag X6592, George, 6530.

FOR ATTENTION : Ms S Pienaar

NOTE : Shortlisted candidates will be subjected to a practical test. No payment of any kind is required when applying for this post.

CLOSING DATE : 02 December 2022

DEPARTMENT OF LOCAL GOVERNMENT

APPLICATIONS : Only applications submitted online will be accepted. To apply submit your application online only: via <http://www.westerncape.gov.za/jobs> or <https://westerncapegov.erecruit.co>

CLOSING DATE : 05 December 2022

NOTE : Only applications submitted online at: www.westerncape.gov.za/jobs or <https://westerncapegov.erecruit.co> will be accepted. Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to attend interviews on a date and time as

determined by the department. The selection process will be guided by the EE targets of the employing department. Should you experience difficulties with your online application, kindly note that technical support (challenges with online application) is only available from Monday to Friday from 08:00 to 16:00 you may contact the helpline at 0861 370 214. Otherwise, all other queries relating to the position, kindly contact the enquiries person as indicated in the advert.

OTHER POST

POST 44/550 : **DEPUTY DIRECTOR: MUNICIPAL INFRASTRUCTURE REF NO: LG 17/2022 R1**
(12 Months Contract Position)

SALARY : R766 584 per annum (Level11), all-inclusive salary package
CENTRE : Department of Local Government, Western Cape Government
REQUIREMENTS : An appropriate 3-year tertiary qualification (National Diploma/ B-. Degree or higher) in the Built Environment; A minimum of 3 years' experience in the Built Environment; 3 years management level experience. Recommendation: Infrastructure and/or Program Management certificates. Competencies: Knowledge of the following: Programme and Project Management; Engineering design and analysis and professional judgement; Computer applications; Legal compliance; Technical and general report writing; Monitoring systems; Managing contractors and consultants; Financial systems; Skills needed: Communication(written and verbal); Proven computer literacy in MS Office packages; Project Management; Professional judgement; Presentation and facilitation skills; Customer liaison; Networking; Financial Management; Negotiation; Ability to create a high performance culture.

DUTIES : Project Management of the MIG Programme; Investigate service delivery complaints; Answer Parliamentary questions; Participate in IGR platforms; Assist with implementation of JDMA implementation plan; Conduct Infrastructure and Service delivery assessments/Diagnostics; Update Municipal Infrastructure Status report; Monitoring and evaluation of municipal performance; Participate in DLG grant implementation and compliance with TPAs; Participate in other programmes such as water and energy resilience and infrastructure financing mechanisms.

ENQUIRIES : Mr M. Brand Tel No: (021) 483 2856

DEPARTMENT OF THE PREMIER

APPLICATIONS : Only applications submitted online will be accepted. To apply submit your application online only: via <http://www.westerncape.gov.za/jobs> or <https://westerncapegov.erecruit.co>

CLOSING DATE : 05 December 2022

NOTE : Only applications submitted online at: www.westerncape.gov.za/jobs or <https://westerncapegov.erecruit.co> will be accepted. Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to attend interviews on a date and time as determined by the department. The selection process will be guided by the EE targets of the employing department. Should you experience difficulties with your online application, kindly note that technical support (challenges with online application) is only available from Monday to Friday from 08:00 to 16:00 you may contact the helpline at 0861 370 214. Otherwise, all other queries relating to the position, kindly contact the enquiries person as indicated in the advert.

OTHER POSTS

POST 44/551 : **FORENSIC CONSULTANT: FORENSIC INVESTIGATIONS (CLUSTER A AND B) REF NO: DOTP 59/2022 (X2 POSTS)**

SALARY : R393 711 per annum (Level 09)
CENTRE : Department of the Premier, Western Cape Government
REQUIREMENTS : An appropriate 3-year B-Degree (or higher qualification) in Commerce, Law, Auditing, Forensics, BCom IT or Informatics; A minimum of 3 years relevant experience in a forensic investigation environment or in performing queries and analyses to identify anomalies or inconsistencies with data sets in a forensics

or internal audit environment. Recommendation: A relevant post graduate qualification in Commerce, Law, Auditing, Forensics, BCom IT or Informatics. Experience in investigation of fraud, theft and/or corruption within the public sector; A professional designation relevant to the forensic profession (e.g. Certified Fraud Examiner (CFE) or Certified Forensic Practitioners (CFP)). A valid driving licence (Code B or higher). Note: People with disabilities that restrict driving abilities but have reasonable access to transport may also apply. Competencies: Knowledge of the following: Legislation and regulations applicable to National and Provincial government and policies and procedures relating to Provincial government; Fact-finding techniques and investigative procedures applicable to forensic auditors/investigators; Sound knowledge of ACL, IBM i2 Analysts Notebook, Intella, or similar forensic IT tools; Sound knowledge to write scripts for queries to identify and detect possible incidents of fraud; Skills needed: Computer literacy in MS Office Package (Word, Excel and PowerPoint); Analysing, problem-solving and fact-finding; Communication (written and verbal); Project management; Factual and legal analysis. Ability to collect, analyse and visualise large datasets and draw appropriate conclusions. Planning and execution of forensic investigations; Conduct investigation by means of thorough fact finding and evidence retrieval within allocated timeframes; Project managing multiple investigations at the same time, prioritising each investigation based on priority and quality assurance at all stages of the investigation; Manage the team of investigators, providing clear guidance to and mentoring of team; Drafting and/or reviewing of factual reports containing appropriate findings and recommendations and subsequent follow-up of recommendations made; Testify in disciplinary hearings and in criminal trials; Perform fraud prevention and detection functions; Develop and maintain professional relationships with all stakeholders.

DUTIES

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ENQUIRIES

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POST 44/552

:

SALARY

:

CENTRE

:

REQUIREMENTS

:

ASSISTANT DIRECTOR: TALENT SOURCING REF NO: DOTP 50/2022 R1

R393 711 per annum (Level 09)
 Department of the Premier, Western Cape Government
 Appropriate 3-year National Diploma majoring in HRM or a B- Degree in Industrial Psychology with a minimum of 3-years' experience in a Recruitment and Selection environment on an administrator/recruiter level. Recommendation: Experience with technical recruiting which includes e-Recruit support, competency based recruitment processes and the administrative processes which is associated with these tasks; Advising Senior and executive management on the recruitment and selection process and best talent. Proven candidate sourcing skills; Proven experience in complex data management; Direct liaison with media and recruitment agencies regarding advertising of vacancies; Supervision of staff; Willingness to work longer hours in line with print media publication times. Consulting with various stakeholders on different management levels. Competencies: General knowledge of various employment laws and practices; In-depth knowledge Recruitment prescripts (legislation and policy documents); The following skills: Excellent interpersonal and coaching; Database development management and reporting; Supervisory; Consultative and effective Problem solving; Effective oral and written communication. Ability to gather and analyze information; Ability to work under pressure and meet deadlines.

DUTIES

:

ENQUIRIES

:

Quality control of all operational work; Project Management control and allocation of tasks; Ensure the publication of advertisements in various media; Facilitate the compilation of advertisements and pre-selection questionnaires and provide training/workshops on Talent Sourcing, e-recruit and reporting; Ensure that bulletins are published as per schedule; Ensure that advertisements are published in DPSA, media and e-recruit platform; Communicate with service providers regarding advertising standards, response handling enquiries, and participate in the creation of specifications; Handling complex inquiries from clients and applicants; Facilitate and provide professional advice on the sourcing of talent across various professions, selection processes, inclusive of shortlisting, interviewing and verification's (personnel suitability checks) and the appointment decision, as well as the issuing of employment offers; Facilitate audit processes; Ensure recruitment and selection data integrity and report on any irregularities; Manage staff and report on the unit's performance.
 Mr F Gerber Tel No: (021) 483 6028

PROVINCIAL TREASURY

- APPLICATIONS** : Only applications submitted online will be accepted. To apply submit your application online only: via <http://www.westerncape.gov.za/jobs> or <https://westerncapegov.erecruit.co>
- CLOSING DATE** : 05 December 2022
- NOTE** : Only applications submitted online at: www.westerncape.gov.za/jobs or <https://westerncapegov.erecruit.co> will be accepted. Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to attend interviews on a date and time as determined by the department. The selection process will be guided by the EE targets of the employing department. Should you experience difficulties with your online application, kindly note that technical support (challenges with online application) is only available from Monday to Friday from 08:00 to 16:00 you may contact the helpline at 0861 370 214. Otherwise, all other queries relating to the position, kindly contact the enquiries person as indicated in the advert.

OTHER POST

- POST 44/553** : **INFRASTRUCTURE ANALYST: PG INFRASTRUCTURE AND PROPERTYMANAGEMENT (GROUP 2) REF NO: PT 01/2022 R1**
- SALARY** : R393 711 per annum (Level 09)
- CENTRE** : Provincial Treasury, Western Cape Government
- REQUIREMENTS** : An appropriate 3-year tertiary qualification (National Diploma/B- Degree or higher) in Commerce, Economics, Financial Management, Law or Built Environment; A minimum of 3years relevant experience in the assessment, implementation or monitoring of immovable assets inclusive of Infrastructure Projects; A valid code B (or higher) driving license. Note: People with disabilities that restrict driving abilities but have reasonable access to transport may also apply. Recommendation: A Project Management Certificate and/or Contract Management training and/or Asset Management and/or Supply Chain Management and infrastructure procurement experience/exposure. Competencies: Knowledge of the following: Public Financial Management Act, Municipal Finance Management Act (MFMA); Division of Revenue Act (DoRA); Government Immovable Asset Management Act (GIAMA); Western Cape Land Administration Act, National Treasury Regulations, User Asset Management Guidelines and Local Government Capital Asset Management Guidelines. Skills needed: Analytical thinking; Excellent research; Report writing; Organising and planning; Proven computer literacy; Communication (written and verbal).
- DUTIES** : Assess the institutionalization of and compliance with the Infrastructure Delivery Management System in sector departments; Monitor infrastructure delivery and spending performance on projects; Assess departments' infrastructure budgets against project readiness, implementation schedules and approved allocations; Assess departments Assets Management Plans for compliance with GIAMA; Review property lease and disposal submission and draft recommendations.
- ENQUIRIES** : Mr B Damons Tel No: (021) 483 6127

DEPARTMENT OF SOCIAL DEVELOPMENT

- CLOSING DATE** : 05 December 2022
- NOTE** : Only applications submitted online at: www.westerncape.gov.za/jobs or <https://westerncapegov.erecruit.co> will be accepted. Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to attend interviews on a date and time as determined by the department. The selection process will be guided by the EE targets of the employing department. Should you experience difficulties with your online application, kindly note that technical support (challenges with online application) is only available from Monday to Friday from 08:00 to 16:00 you may contact the helpline at 0861 370 214. Otherwise, all other queries relating to the position, kindly contact the enquiries person as indicated in the advert.

OTHER POSTS

POST 44/554 : **SOCIAL WORK SUPERVISOR: SERVICE DELIVERY TEAMS (MILNERTON) REF NO: DSD 72/2022**

SALARY : R401 691 - R465 669 per annum, (OSD as prescribed)
CENTRE : Department of Social Development, Western Cape Government
REQUIREMENTS : Formal tertiary qualification in Social Work (e.g. Bachelor of Social Work) that allows professional registration with the SACSSP; Registration with the SACSSP as a Social Worker; A minimum of 7 years appropriate experience in social work after registration as Social Worker with the SACSSP; A valid code B driving licence. Competencies Knowledge of the following: Job related knowledge; Analytic, diagnostic, assessment tools, evaluation methods and processes; Personnel Management; Supervision Framework for Social Workers; Social Work legislation related to children; Social work theory and interventions; Information and Knowledge Management; Protocol and professional ethics; Skills needed: Communication (written and verbal); Proven computer literacy; Organising and planning; Project planning; Psychosocial intervention; Report writing; Presentation and facilitation; Analytical and problem-solving; Client orientation and customer focus.

DUTIES : Ensure that a social work service with regard to the care, support, protection and development of vulnerable individuals, groups, families and communities through the relevant programmes is rendered; Attend to any other matters that could result in or stem from social instability in any form; Supervise employees: Supervise and advise social workers, social auxiliary workers and volunteers to ensure an effective social work service; Keep up to date with new developments in the social work field; Supervise all the administrative functions required in the unit and undertake the higher level administrative functions.

ENQUIRIES : Ms S. Abrahams Tel No: (023) 483 7672
APPLICATIONS : Only applications submitted online will be accepted. To apply submit your application online only: via <http://www.westerncape.gov.za/jobs> or <https://westerncapegov.erecruit.co>

POST 44/555 : **SOCIAL AUXILIARY WORKER: SOCIAL WORK SERVICES (CEDERBERG) REF NO: DSD 128 /2021 R1**

SALARY : Grade 1: R154 950 – R174 411 per annum, (OSD as prescribed)
Grade 2: R185 025 – R208242 per annum, (OSD as prescribed)
Grade 3: R220 929 – R277 380 per annum, (OSD as prescribed)
CENTRE : Department of Social Development, Western Cape Government
REQUIREMENTS : **Grade 1:** Grade 10 plus completion of the learnership to allow registration with the South African Council for Social Service Professions (SACSSP) as Social Auxiliary Worker; Registration with the SACSSP as Social Auxiliary Worker; A valid code B driving licence. Or **Grade 2:** Grade 10 plus completion of the learnership to allow registration with the South African Council for Social Service Professions (SACSSP) as Social Auxiliary Worker; Registration with the South African Council for Social Service Professions as Social Auxiliary Worker; A minimum of 10years' appropriate experience in social auxiliary work after registration as Social Auxiliary Worker with the SACSSP; OR No experience after registration as Social Auxiliary Worker with the SACSSP and successful completion of the 2nd academic year of an appropriate tertiary qualification that allows for registration as Social Worker with the SACSSP; A valid code B driving licence; or **Grade 3:** Grade 10 plus completion of the learnership to allow registration with the South African Council for Social Service Professions (SACSSP) as Social Auxiliary Worker; Registration with the South African Council for Social Service Professions as Social Auxiliary Worker; A minimum of 20 years appropriate experience in social auxiliary work after registration as Social Auxiliary Worker with the SACSSP; OR A minimum of 10 years appropriate experience in social auxiliary work after registration as Social Auxiliary Worker with the SACSSP and successful completion of the 2nd academic year of an appropriate tertiary qualification that allows for registration as Social Worker with the SACSSP; OR No experience after registration as Social Auxiliary Worker with the SACSSP and successful completion of the 3rdacademic year of an appropriate tertiary qualification that allows for registration as Social Worker with the SACSSP; A valid code B driving licence. Competencies: A basic understanding of the following: Human behaviour, relationship system and social issues; South African Social Welfare context the

policy and practice of developmental social welfare services; South African judicial system and the legislation governing and impacting of social auxiliary work; Basic knowledge of financial matters related to social auxiliary work; Good communication (written and verbal); Proven computer literacy; Information and Knowledge Management (Keep precise records and compile accurate reports); Skills needed: Organising and planning; Presentation and facilitation; Report writing; Problem solving and analytical; Client orientation and customer focus.

DUTIES : Provide assistance and support to social workers with the rendering of a social work service with regard to the care, support, protection and development of vulnerable individuals, groups, families and communities through the relevant departmental programmes; Assist social workers to attend to any other matters that could result in, or stem from social instability in any form; Continuous professional development; Perform administrative support functions in support of social workers as required of the job.

ENQUIRIES : Ms C.A Nell Tel No: (027) 213 2096
APPLICATIONS : Only applications submitted online will be accepted. To apply submit your application online only: via <http://www.westerncape.gov.za/jobs> or <https://westerncapegov.erecruit.co>

POST 44/556 : **DRIVER/HANDYMAN: HORIZON CHILD AND YOUTH CARE CENTRE REF NO: DSD 70/2022**

SALARY : R128 166 per annum (Level 03)
CENTRE : Department of Social Development, Western Cape Government
REQUIREMENTS : Ability to read and write/Adult Basic Education and Training (ABET); A minimum of 7-months relevant experience; A valid (Code B or higher) driving license. Competencies: A good understanding of the following: Public Service procedures; Applicable policies and procedures; Relationship management; Independent thinking; Ability to work under pressure; Communication skills (verbal and written); Meet tight deadlines; Work independently and in a team; Continuous improvement; Diversity management.

DUTIES : Perform general transport duties; Stand-by services for emergency trips and after hour transport duties; Maintenance of office buildings; Conduct regular building inspections; Maintenance of office equipment and furniture; Repair broken furniture and equipment.

ENQUIRIES : Mr M. Johnson at: 073 300 6510
APPLICATIONS : To submit your application, there are 3 methods in which you can apply, please only use 1 of the following:
 1. Hand deliver your application for Attention: Western Cape Government Jobs, 6-8 Highstreet (Highstreet Tygervalley Building); Level 2, Rosenpark Bellville (From Monday to Friday between 07:00am to 17:00pm)
 Or 2. Post your application for Attention: Western Cape Government Jobs, PO Box 60495 Table View 7439
 Or 3. Email your application to, westerncape@immploy.com. Clearly indicate the reference number of post in email subject line and ensure attachments are in the appropriate format (MS Word or PDF).

NOTE : NB: Applicants from relevant local communities will receive preferences. The selection process will be guided by the EE targets of the employing department. To apply, please complete an application form (Z 83) and current CV (5 pages maximum) as indicated in the advertisement. The post being applied for and the reference number must be clearly indicated on the Z83 application form. Only applications submitted online at: www.westerncape.gov.za/jobs or <https://westerncapegov.erecruit.co> will be accepted. Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to attend interviews on a date and time as determined by the department. The selection process will be guided by the EE targets of the employing department. Should you experience difficulties with your online application, kindly note that technical support (challenges with online application) is only available from Monday to Friday from 08:00 to 16:00 you may contact the helpline at 0861 370 214. Otherwise, all other queries relating to the position, kindly contact the enquiries person as indicated in the advert.

CLOSING DATE : 12 December 2022

POST 44/557 : **GENERAL WORKER/GROUNDSMAN HORIZON CHILD AND YOUTH CARE CENTRE REF NO: DSD 71/2022**

SALARY CENTRE REQUIREMENTS : R107 196 per annum (Level 02)
: Department of Social Development, Western Cape Government
: Basic literacy and numeracy (ABET). Competencies: A good understanding of the following: Basic safety precautions in handling hazardous material liquids; Use of cleaning equipment; Maintenance / care of cleaning equipment; Communication skills; Basic literacy skills; Ability to work in garden and handle equipment.

DUTIES : Perform general assistant work; Load and off load furniture, equipment and any other goods to relevant destination; Clean government vehicles; Maintain premises and surroundings; Cleaning offices corridors, elevators and boardrooms by: Dusting and waxing office furniture; Clean general kitchens by: Cleaning of basins; Wash and keep stock of kitchen utensils; Cleaning the restrooms by: Refilling hand wash liquid soap; Replace toilet papers, hand towels and refreshers; Keep and maintain cleaning materials and equipment by: Report broken cleaning machines and equipment; Cleaning of machines (microwaves, vacuum cleaners, etc.) and equipment after use; Maintain the garden and grounds; Watering the garden; Prune and trim flowers and trees.

ENQUIRIES APPLICATIONS : Mr M. Johnson at: 073 300 6510
: To submit your application, there are 3 methods in which you can apply, please only use 1 of the following:
1. Hand deliver your application for Attention: Western Cape Government Jobs, 6-8 Highstreet (Highstreet Tygervalley Building); Level 2, Rosenpark Bellville (From Monday to Friday between 07:00am to 17:00pm)
Or 2. Post your application for Attention: Western Cape Government Jobs, PO Box 60495 Table View 7439
Or 3. Email your application to, westerncape@immploy.com. Clearly indicate the reference number of post in email subject line and ensure attachments are in the appropriate format (MS Word or PDF).

NOTE : NB: Applicants from relevant local communities will receive preferences. The selection process will be guided by the EE targets of the employing department. To apply, please complete an application form (Z 83) and current CV (5 pages maximum) as indicated in the advertisement. The post being applied for and the reference number must be clearly indicated on the Z83 application form. Only applications submitted online at: www.westerncape.gov.za/jobs or <https://westerncapegov.erecruit.co> will be accepted. Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to attend interviews on a date and time as determined by the department. The selection process will be guided by the EE targets of the employing department. Should you experience difficulties with your online application, kindly note that technical support (challenges with online application) is only available from Monday to Friday from 08:00 to 16:00 you may contact the helpline at 0861 370 214. Otherwise, all other queries relating to the position, kindly contact the enquiries person as indicated in the advert.

CLOSING DATE : 12 December 2022

SOUTH AFRICAN POLICE SERVICE

APPLICATIONS : Complete application forms must be hand-delivered to: South African Police Service, 25 Alfred Street, Green Point, Cape Town, 8000, or posted to Private Bag X 9004, Cape Town.

CLOSING DATE : 02 December 2022 at 16:00

NOTE : Only the official application form (available on the SAPS website and at SAPS recruitment offices) will be accepted. The Z83 previously utilized will no longer be accepted. All instructions on the application form must be adhered to. Failure to do so may result in the rejection of the application. The post particulars and reference number of the post must be correctly specified on the application form. A comprehensive Curriculum Vitae must be submitted together with the application form. Short-listed applicants will be required to produce original documentation. Qualifications and driver's licences submitted will be subjected to verification checking with the relevant institutions. The South African Police Service will verify the residential address of applicants and conduct reference checks. Appointments will be made in terms of the Public Service Act, 1994 as applicable to the post environment. Applications

must be mailed timeously. Late applications will not be accepted or considered. If a candidate is short-listed, it can be expected of him/her to undergo a personal interview as well as a practical assessment. Reference checking will be conducted on all short listed applicants. Short-listed candidates for appointment to certain identified posts, will be vetted in terms of the Criminal Law (Sexual Offences and Related Matters) Amendment Act, 2007 (Act No 32 of 2007) and the Children's Act, 2005 (Act No 38 of 2005). A candidate whose particulars appear in either the National Register for Sex Offenders or Part B of the Child Protection Register, will be disqualified from appointment to that post. All short-listed candidates will be subjected to fingerprint screening. Correspondence will be conducted with successful candidates only. If you have not been contacted within 3 months after the closing date of this advertisement, please accept that your application was unsuccessful. The South African Police Service is under no obligation to fill a post after the advertisement thereof. The SAPS application forms can be obtained from SAPS website or SAPS Recruitment Office within the South African Police Service.

OTHER POSTS

- POST 44/558** : **SECURITY OFFICERS**
- SALARY CENTRE** : R128 166 per annum (Level 03)
 : Ref No: WCSO 01/2022 Provincial SCM: Epping Clothing Stores (X10 Posts)
 : Ref No: WCSO 02/2022 VSS: Bellville South (X5 Posts)
 : Ref No: WCSO 03/2022 VSS: Stikland Bellville (X3 Posts)
 : Ref No: WCSO 04/2022 ORS: 35 Squadron (X3 Posts)
 : Ref No: WCSO 05/2022 ORS: Faure Base (X3 Posts)
 : Ref No: WCSO 06/2022 Provincial Head Office: Greenpoint, Cape Town
- REQUIREMENTS** : Applicants must display competency in the post-specific core functions; Be in possession of a Senior Certificate (Grade 12) or National Certificate (Vocational) recorded on the National Learner Record Database on NQF level 4; Registration with the Private Security Industry Regulatory Authority (PSIRA); Be in possession of at least a Grade C security certificate; Not declared unfit to possess a fire-arm; Be willing to undergo firearm competency training. Be willing to maintain firearm competency. Be fluent in at least two of the official languages, of which one must be English; Be a South African Citizen; Must have no criminal record or pending criminal / departmental cases; Degree / Diploma in the field of security will be an added advantage; Applicants will be subjected to a vetting process which will include security screening and fingerprint verification; Relevant courses in the field of the post as well as valid driver's license for at least a light motor vehicle will serve as an advantage; Be willing to work shifts and extended hours. Be willing to work irregular hours.
- DUTIES** : Execute Access Control in terms of the Control of Access to Public Premises and Vehicles Act (Act No. 53 of 1985); Positive identification of employees, visitors and contactors at the security access point; Registering of employees, visitors and contractors, electronic searching of employees, visitors and contractors; Authorize entry in to the premises to employees, visitors and contractors after complying with all the legislative requirements, confirm visits with the hosts and ensure escort in line with the prescripts; Issue admission control cards to visitors and receive them back; Keep the necessary visitor's register; Check suppliers, articles and objects, where necessary, before they are allowed to be brought into the premises to ensure that the safety of the premises will not be threatened; Patrol buildings and fenced-off areas; Guard vehicles and equipment in the field – Only from a security point of view. Check all security equipment and facilities and take action, when necessary; Bring any deficiencies or problems with regard to security matters to the attention of senior security personnel.
- ENQUIRIES** : can be directed to SAPS Capt Liebenberg or PO Juwelle Tel No: (021) 4177 231 / (021) 4177 234
- POST 44/559** : **GENERAL WORKER**
- SALARY CENTRE** : R107 196 per annum (Level 02)
 : Ref No: WCG 01/2022 COCT District Office: Bellville
 : Ref No: WCG 02/2022 Garden Route District Office: George
 : Ref No: WCG 03/2022 Overberg District Office: Hermanus
 : Ref No: WCG 04/2022 Cape Winelands District Office: Paarl

Ref No: WCG 05/2022 West Coast District Office: Saldanha
Ref No: WCG 06/2022 Mfuleni SAPS
Ref No: WCG 07/2022 Provincial Head Office: Greenpoint, Cape Town (X2 Posts)
Ref No: WCG 08/2022 Cape Town Central SAPS (X2 Posts)

- REQUIREMENTS** : Applicants must display competency in the post-specific functions of the post; Be a South African Citizen. A Grade 10 qualification will serve as an advantage. Basic literacy, numeracy and communication skills. Be able to read and write. Willing to work extended hours when necessary. Fluency in at least two official languages, of which one must be English.*Must have no previous convictions or cases pending. Applicants will be subjected to a vetting process which will include security screening and fingerprint verification, be willing to work irregular hours.
- DUTIES** : Maintaining of a high level of hygiene in and around the workplace with the cleaning of the SAPS premises assigned to, which may include either or both inner and outer parameters. Performing tasks of a routine nature, such as dusting the environment. Polish furniture and floors. Vacuum carpets and mopping of tile floors. Remove refuse. Perform maintenance tasks in and around the assigned premises. Clean bathrooms and kitchens. Safekeeping and handling of a variety of Aids in the cleaning of the premises*Loading and unloading of goods. Garden maintenance services. Washing and cleaning of state vehicles, kitchenware and utensils.
- ENQUIRIES** : can be directed to SAPS Capt Liebenberg or PO Juwele Tel No: (021) 4177 231 / (021) 4177 234

DEPARTMENT OF TRANSPORT AND PUBLIC WORKS

- CLOSING DATE** : 05 December 2022
- NOTE** : Only applications submitted online at: www.westerncape.gov.za/jobs or <https://westerncapegov.erecruit.co> will be accepted. Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to attend interviews on a date and time as determined by the department. The selection process will be guided by the EE targets of the employing department. Should you experience difficulties with your online application, kindly note that technical support (challenges with online application) is only available from Monday to Friday from 08:00 to 16:00 you may contact the helpline at 0861 370 214. Otherwise, all other queries relating to the position, kindly contact the enquiries person as indicated in the advert.

OTHER POSTS

- POST 44/560** : **CHIEF ENGINEER (CIVIL): TRAFFIC ENGINEERING REF NO: TPW 141/2022**
- SALARY** : Grade A: R1 090 224 per annum, all-inclusive salary package, (OSD as prescribed).
- CENTRE** : Department of Transport and Public Works, Western Cape Government
- REQUIREMENTS** : Engineering Degree (B Eng/ BSC(Eng) or relevant qualification in Civil Engineering; A minimum of 6 years post qualification engineering experience; Compulsory registration with ECSA as a Professional Engineer; A valid driving license (Code B or higher). Recommendation: Further studies in the field of engineering focusing on road geometric/traffic; Experience in: Policy/Guideline development and implementation, identifying and understanding governance and strategy processes and documentation thereof; Road infrastructure management in the public sector; Research and development of new/existing technologies related to design, construction and implementation of road structures; Experience (direct or indirect) focusing on dynamic/technical structural design; Mentoring and coaching and team management in the field of Engineering. Competencies: Knowledge of the following: Programme and Project Management in Road Infrastructure maintenance and construction; Conditions of contract (GCC 2015 and NEC); Standard Specifications (COLTO 1988 and COTO 2020); Compilation of contract documentation; Contract law and Contract adjudication; Financial Management; Engineering, legal and operational compliance; Engineering operational communication; Process knowledge and skills; Maintenance skills and knowledge; Engineering design and analysis knowledge; Research and development; Creating high

performance culture; Engineering and professional judgement Strategic capability and leadership. Skills needed: Communication (written and verbal); People Management; Planning and organising. Behavioural competencies: Problem solving and analysis; Decision making; Team leadership; Creativity Customer focus and responsiveness; Conflict management; Negotiation and Change Management; Technical report writing, Contact documentation and administration; Procurement processes; Ability to work under pressure and meet strict deadlines.

DUTIES : Engineering design and analysis effectiveness: Provide technical input into tender and contract documentation and ensure through evaluation that specifications are based on sound engineering principles and according to norms and standards and codes of practice; Develop cost effective construction solutions according to standards; Evaluate existing technical manuals, standard drawings and procedures; Input into the development of tender specifications; Approval of engineering works according to prescribed norms and standards. Governance: Allocate, control, monitor and report on all resources; Manage resources and provide input for resource utilisation; Ensure adherence to regulations and procedures for procurement and contract administration; Key understanding and working knowledge of related procurement and supply chain regulations; Provide assistance to contractors and consultants to ensure adherence to regulations, procedures and standards; Monitor, control and report on expenditure and service delivery; Continued professional development to keep up with new technologies and procedures; Working knowledge of legislature and regulations related to roads construction industry and road state authorities. Liaise with other Chief Directorates (incl. Regional Offices), other road authorities, industry bodies and local authorities regarding contracts; Continuous review and modification of standardisation of plans and project procedure manual; Input towards improvement of standard documentation and administrative procedures. Financial Management: Ensure the availability and management of funds to meet the MTEF objectives within the engineering environment/services; Manage the capital project portfolio for the operation to ensure effective resourcing according to organizational needs and objectives; Facilitate the compilation of innovation proposals to ensure validity and adherence to organizational principles; Allocate, control and monitor expenditure according to budget to ensure efficient cash flow management. People management: Manage the development, motivation and utilization of human resources for the discipline to ensure competent knowledge base for the continued success of engineering services according to organizational needs and requirements; Manage subordinates' key performance areas by setting and monitoring performance standards and taking actions to correct deviations to achieve departmental objectives.

ENQUIRIES : Ms M. Hofmeyr Tel No: (021) 483 3999
APPLICATIONS : Only applications submitted online will be accepted. To apply submit your application online only: via <http://www.westerncape.gov.za/jobs> or <https://westerncapegov.erecruit.co>

POST 44/561 : **DEPUTY DIRECTOR: REPORTING COORDINATION AND PROFESSIONAL DEVELOPMENT REF NO: TPW 136/2022**

SALARY : R766 584 per annum (Level 11), all-inclusive salary package
CENTRE : Department of Transport and Public Works, Western Cape Government
REQUIREMENTS : An appropriate 3-year tertiary qualification (National Diploma/B-Degree or higher); A minimum of 3 years management level experience. Recommendation: An appropriate post graduate qualification; Public sector management level experience in Human Resource, Finance, Monitoring Reporting, Roads Branch or Communications; Knowledge of Infrastructure reporting and Roads Branch related development; Willingness to travel as required. Competencies: Knowledge of the following: Applicable policies, legislation, guidelines, standards, and procedures; Project Management; Skills Development frameworks; Coordination of people and resources; Formal Training. Skills needed: Communication (written and verbal); Numeracy; Literacy; Driving; Typing; Computer Literacy; Language.

DUTIES : Manage and oversee the resources responsible for the achievement of component goals; Ensure compliance with relevant legislative, statutory, regulatory and supervisory requirements towards the achievement of component projects and goals; Manage the professional development and

candidate programme within the roads Branch; Ensure efficient and effective oversight and management for all financial resources/aspects of the Sub-directorate and all performance requirements as related to the PFMA and corporate governance; Manage information (data, knowledge, wisdom) by applying tools and technologies to inform decision-making in government operations, produce reports, enhance service delivery, support transparency, support integration and collaboration across departments government spheres; People management.

ENQUIRIES : Ms M. Hofmeyr Tel No: (021) 483 3999
APPLICATIONS : Only applications submitted online will be accepted. To apply submit your application online only: via <http://www.westerncape.gov.za/jobs> or <https://westerncapegov.erecruit.co>

POST 44/562 : **CONTROL WORKS INSPECTOR: ELECTRICAL MECHANICAL AND BUILDING SERVICES (GEORGE) REF NO: TPW 166/2022**

SALARY : R491 403 per annum (Level10)
CENTRE : Department of Transport and Public Works, Western Cape Government
REQUIREMENTS : A National Diploma (T/N/S stream) or equivalent qualification; Or a N3 and a passed electrical trade test in the built environment; or Registration as an Engineering Technician; A minimum of 6 years appropriate experience; A valid (Code B or higher) driving licence. Competencies: Knowledge of the following: Contract documentation and administration; Act/regulations of Occupation Health & Safety (OHS- Act); National Building Regulation; Relevant built environment legislation; Programme and project management; Research; Planning procedures; Financial management; Formulation of policies in a multi-disciplinary professional environment; Proven computer literacy (MS Office); Administrative ability and record. Keeping; Communication skills (written and verbal).

DUTIES : Manage the process for the identification of needs, new services and requirements for minor new work and repairs to existing work by ensuring that customer complaints are investigated and follow-up; Facilitate, co-ordinate and control the implementation of new works, repair and renovation and maintenance; Ensure that the relevant project documentation for new and existing structures is compiled and is compliant to prescripts; Manage the activities of contractors and consultants; Gather and submit information in terms of the Extended Public Works Programme (EPWP); Supervise the performance and conduct of subordinates.

ENQUIRIES : Mr R Monare Tel No: (021) 483 5310
APPLICATIONS : Only applications submitted online will be accepted. To apply submit your application online only: via <http://www.westerncape.gov.za/jobs> or <https://westerncapegov.erecruit.co>

POST 44/563 : **CHIEF WORKS INSPECTOR (BUILDING): BUILDING SERVICES REF NO: TPW 167/2022 (X2 POSTS)**

SALARY : R331 188 per annum (Level 08)
CENTRE : Department of Transport and Public Works, Western Cape Government
REQUIREMENTS : A National Diploma (T/N/S streams) or equivalent; or N3 certificate (or higher) and passed trade test in the building environment; or Registration as an Engineering Technician; A minimum of 3 years appropriate experience; A valid code B driving license. Competencies: Knowledge and understanding of the following: Preparation of tender documentations and specifications and adjudicate tenders; Ability to interpret Bills of Quantities, plans and drawings; Good verbal and written communication skills; Good interpersonal relations; Proven computer literacy (MS Office); Technical experience of building matters, familiar with contract administration, Occupational Health and Safety Act and relevant regulations.

DUTIES : Undertake inspections of buildings and compilation of reports; Assist with the preparation of budget; Provide estimates of costs for proposed maintenance and minor work projects; Prepare tender documentation and specification; Supervise and exercise quality control on projects; Manage external consultants and contract administration.

ENQUIRIES : Mr A February Tel No: (021) 483 2489
APPLICATIONS : Only applications submitted online will be accepted. To apply submit your application online only: via <http://www.westerncape.gov.za/jobs> or <https://westerncapegov.erecruit.co>

POST 44/564 : **ADMINISTRATIVE OFFICER: GENE LOUW TRAFFIC COLLEGE, REF NO. TPW 185/2022**

SALARY : R331 188 per annum (Level 08)
CENTRE : Department of Transport and Public Works, Western Cape Government
REQUIREMENTS : An appropriate 3-year tertiary qualification (National Diploma/B-Degree or higher); Minimum of 3 years relevant supervisory experience. Recommendation: Experience in the following: Administration; Financial administration. Competencies: Knowledge of the following: Basic Accounting Systems, Logistical Information Systems; Relevant legislation and procedures regarding personnel, administration and logistics administration; Departmental practices. Skills needed: Management; Communication (written and verbal); Interpersonal; Planning; Organising skills; Proven computer literacy (MS Word, Excel and Power Point).

DUTIES : Manage the facilities at Gene Louw College ensuring optimal use; Manage the provisioning processes; Provide a logistical service to the Directorate; Manage the official transport of the College; Management and safekeeping of all state assets at the College; Ensure that reparations of equipment and facilities are done; Ensure that cleaning and pest control of the facilities and premises are done as required; Manage all administrative processes at the college; Supervision of staff and assist with the financial processes as allocated.

ENQUIRIES : Mr B. Singh at (021) 983 1500
APPLICATIONS : Only applications submitted online will be accepted. To apply submit your application online only: via <http://www.westerncape.gov.za/jobs> or <https://westerncapegov.erecruit.co>

POST 44/565 : **PERSONAL ASSISTANT: ROAD SAFETY MANAGEMENT, REF NO. TPW 170/2022**

SALARY : R269 214 per annum (Level 07)
CENTRE : Department of Transport and Public Works, Western Cape Government
REQUIREMENTS : Grade 12 (Senior Certificate or equivalent qualification) plus an accredited secretarial diploma and/or administrative qualification on the level of NQF level 5 or higher (a certificate of completion should be provided); A minimum of 3 years' experience in rendering secretarial/administrative support services to management/ senior management; A valid (Code B or higher) driving licence. NB: People with disabilities that restrict driving abilities, but who have reasonable access to transport, may also apply. Competencies: Knowledge of the following: Relevant legislation, policies, prescripts and procedures; Financial administration; Skills needed: Proven computer literacy; Organising; Good people skills; Communication (written, verbal and presentation) skills. Ability to: Communicate well with various stakeholders at different levels and from different backgrounds; Act with tact and discretion; Do research and analyse documents and situations

DUTIES : Provide a secretarial/receptionist support service to the manager; Render an administrative support service; Provide support to the senior manager regarding meetings; Support the senior manager with the administration of the budget; Analyse the relevant public service and departmental prescripts, policies and other documents and ensure that the application thereof is understood properly.

ENQUIRIES : Mr W van der Merwe (021) 983 1536
APPLICATIONS : Only applications submitted online will be accepted. To apply submit your application online only: via <http://www.westerncape.gov.za/jobs> or <https://westerncapegov.erecruit.co>

POST 44/566 : **ADMINISTRATIVE OFFICER: LAND TRANSPORT SYSTEMS, REF NO. TPW 172/2022**

SALARY : R269 214 per annum (Level 07)
CENTRE : Department of Transport and Public Works, Western Cape Government
REQUIREMENTS : Grade 12 (Senior certificate or higher) with A+ Certificate; A minimum of 5 years relevant administrative experience. Recommendation: A valid (Code B or higher) driving licence. NB: People with disabilities that restrict driving abilities, but who have reasonable access to transport, may also apply. Competencies Knowledge in the following: Information and knowledge management; Records management; Automated fare collection; Intelligent

- transport systems; Skills needed: Proven computer literacy; Written and verbal communication; Working with people; Following instructions and procedures; Writing and reporting; Planning and organising; Delivering results and meeting customer expectations; Learning and researching; Relating and networking; Presenting and communicating information.
- DUTIES** : Manage information by applying tools and technologies; Communicate with users of land transport systems; Render user and technical support and guidance in the use of Electronic Systems in the Integrated Transport Hub; Monitoring and compliance in terms of user sim cards and data; Render informal training to users..
- ENQUIRIES** : Ms L Rautenbach Tel No: (021) 483 6904/Lizette.Rautenbach@westerncape.gov.za
- APPLICATIONS** : Only applications submitted online will be accepted. To apply submit your application online only: via <http://www.westerncape.gov.za/jobs> or <https://westerncapegov.erecruit.co>
- POST 44/567** : **OPERATOR: SPECIALISED GRADER (CONSTRUCTION AND SPECIALISED MAINTENANCE REGION 1) REF NO: TPW 145/2022 (X3 POSTS)**
- SALARY CENTRE REQUIREMENTS** : R181 599 per annum (Level 05)
: Department of Transport and Public Works, Western Cape Government
: Grade 10 certificate or equivalent; A minimum of 6 years' experience operating a grader on road construction and maintenance; A valid code EC driving license with a professional driving permit (PDP) is required. Recommendation: Competency Certificate in respect of the South African Qualification Authority (SAQA) Unit Standard 262735; Working knowledge of heavy machinery, especially grader; Willing to travel when required; Proven computer literacy. Competencies Knowledge of the following: Gravel and sealed road maintenance and construction; Tools and construction equipment; Construction methods and materials; Construction health and safety regulations; Skills needed: Report writing; Supervisory; Planning, Organising and coordination of grader activities; Planning and problem solving; Communication (verbal and written); Ability to work under pressure and meet deadlines; Ability to work in a team; Self-motivated.
- DUTIES** : Operation of grader for maintenance and construction of roads; Material use and management for road maintenance; Supervision and management of staff and equipment.
- ENQUIRIES APPLICATIONS** : Mr H Uys Tel No: (021) 863 2020
: Only applications submitted online will be accepted. To apply submit your application online only: via <http://www.westerncape.gov.za/jobs> or <https://westerncapegov.erecruit.co>
- POST 44/568** : **ADMINISTRATION CLERK: ADMINISTRATION SUPPORT (ROAD SAFETY MANAGEMENT) REF NO: TPW 173/2021**
- SALARY CENTRE REQUIREMENTS** : R181 599 per annum (Level 05)
: Department of Transport and Public Works, Western Cape Government
: Grade 12 (Senior Certificate or equivalent qualification). Recommendation: Office administration experience. Competencies Knowledge of the following: Report writing; Microsoft (MS) programmes for administrative purposes; Filing; Administrative procedures and systems. Skills needed: Communication (written and verbal); Above average numeracy; Proven computer literacy in MS Office; Interpersonal; Organisational; Planning; Time management. Ability to: Work in a team; Meet deadlines.
- DUTIES** : Responsible for the Office Management of the Directorate Road Safety Management (RSM): Making traveling and accommodation arrangements for RSM staff; Other procurement, such as catering needed for effective Operations. Filing of correspondence: Assist with public enquiries and distribution of publicity material in the absence of Operational staff; Typing of documents and reports; Provide administrative support to the staff through the process of claims and payments; Exercise control over the maintenance of and expenditure involved in the use of Government Garage (GG) transport; Finance and Supply Chain Management responsibilities: Complete and forward all documents to finance for BAS and payment authorization; Human Resource responsibilities: Receive, file and manage leave applications and despatch to HR for capturing; Keep leave register up to date. Administrative

- functions: Administration and co-ordination of reservations; Co-ordination and arrangement of transport.
- ENQUIRIES APPLICATIONS** : Mr AA. Kafaar Tel No: (021) 483 6000
: Only applications submitted online will be accepted. To apply submit your application online only: via <http://www.westerncape.gov.za/jobs> or <https://westerncapegov.erecruit.co>
- POST 44/569** : **ADMINISTRATION CLERK: OPERATIONAL SUPPORT REF NO: TPW 137/2022**
- SALARY CENTRE REQUIREMENTS** : R181 599 per annum (Level 05)
: Department of Transport and Public Works, Western Cape Government
: Grade 12 (Senior Certificate or equivalent qualification. Competencies Knowledge of the following: Application of relevant legislation; Working knowledge of systems (e.g. My Content); SITS; Basic Accounting System (BAS); following skills: Communication (written and verbal); Proven computer literacy in MS Office; Interpersonal; Listening; Typing; Record keeping; Problem solving; Basic numeracy.
- DUTIES** : Responsible for the Office Management of the Directorate Road Safety Rendering administrative support services: General administrative duties; Make, respond and receive telephonic and email queries regarding payment certificates of various contractor companies e.g. Invoice discrepancies, payment of invoices, payment dates; Perform procurement function eg, organising catering; Financial duties: Receive and scrutinise invoices and payment certificates upon receipt for any discrepancies; Tracking System (SITS) for workflow and invoice/documentation tracking, follow the workflow and update system accordingly; Liaise with designated unit officials who add invoices/payment certificates onto the Regional Project Management System (RMP) for record keeping of the full project, including fee claims, tracking and management; Compile payment certificates of invoices to be checked and verified by the supervisor and approved by the manager; Update Regional Project Management System (RMP) on approval of invoices/payment certificates.
- ENQUIRIES APPLICATIONS** : Mr K de Waal Tel No: (021) 483 6231
: Only applications submitted online will be accepted. To apply submit your application online only: via <http://www.westerncape.gov.za/jobs> or <https://westerncapegov.erecruit.co>
- POST 44/570** : **ROAD WORKER SUPERVISOR (CONCRETE): CONSTRUCTION AND SPECIALISED MAINTENANCE REGION 1 (PAARL) REF NO: TPW 156/2022**
- SALARY CENTRE REQUIREMENTS** : R151 884 per annum (Level 04)
: Department of Transport and Public Works, Western Cape Government
: Grade 10 (or equivalent qualification); A minimum of 3 years relevant experience; A valid (Code EC) driving licence with professional drivers permit (PDP). Recommendation: Experience in the following: Civil construction activities; Operating large construction machines; Management and supervision of staff; Administrative related experience. Competencies: Good understanding of the maintenance and repair road and concrete defects on roads and within road reserves; Conflict and diversity management; Skills needed: Communication (verbal and written); Ability to work under pressure and meet deadlines; Ability to work in a team; Ability to read and interpret basic construction drawings; Self-motivated.
- DUTIES** : Plan, supervise and undertake road maintenance activities; Plan, supervise and undertake concrete works in respect of road maintenance activities; Determine material quantities for road maintenance and concrete activities; Define road and concrete defects and undertake corrective measures; Safeguard work areas in terms of the Occupational Health and Safety Act; Perform generic administrative functions pertaining to the post; Train subordinates.
- ENQUIRIES APPLICATIONS** : Mr H Uys Tel No: (021) 863 2020
: To submit your application, there are 3 methods in which you can apply, please only use 1 of the following:
1. Hand deliver your application for Attention: Western Cape Government Jobs, 6-8 Highstreet (Highstreet Tygervalley Building); Level 2, Rosenpark Bellville (From Monday to Friday between 07:00am to 17:00pm)

Or 2. Post your application for Attention: Western Cape Government Jobs, PO Box 60495 Table View 7439

Or 3. Email your application to, westerncape@immploy.com. Clearly indicate the reference number of post in email subject line and ensure attachments are in the appropriate format (MS Word or PDF).

NOTE

: NB: Candidates will be required to complete a practical exercise as part of the interview process. Candidates will be subjected to a medical fitness test as prescribed by the Construction Regulations as contained in the OHS Act 85/1993. Applicants from relevant local communities will receive preferences. The selection process will be guided by the EE targets of the employing department. To apply, please complete an application form (Z 83) and current CV (5 pages maximum) as indicated in the advertisement. The post being applied for and the reference number must be clearly indicated on the Z83 application form. Only applications submitted online at: www.westerncape.gov.za/jobs or <https://westerncapegov.erecruit.co> will be accepted. Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to attend interviews on a date and time as determined by the department. The selection process will be guided by the EE targets of the employing department. Should you experience difficulties with your online application, kindly note that technical support (challenges with online application) is only available from Monday to Friday from 08:00 to 16:00 you may contact the helpline at 0861 370 214. Otherwise, all other queries relating to the position, kindly contact the enquiries person as indicated in the advert.

CLOSING DATE

: 12 December 2022

POST 44/571

: **ROAD WORKER SUPERVISOR (HERBICIDE TRUCK): CONSTRUCTION AND SPECIALISED MAINTENANCE REGION 1 (PAARL) REF NO: TPW 192/2022**

SALARY CENTRE REQUIREMENTS

: R151 884 per annum (Level 04)
: Department of Transport and Public Works, Western Cape Government
: Grade 10 (or equivalent qualification); A minimum of 3 years relevant experience; A valid (Code EC) driving licence with professional drivers permit (PDP). Recommendation: Experience in the following: Civil construction activities; Herbicide works; Management and supervision of staff; Administrative related experience. Competencies: Good understanding of the following: Application of herbicide and related materials; Maintenance and repair of road defects on roads and within road reserves; Conflict and diversity management; Communication Skills (verbal and written); Ability to work under pressure and meet deadlines; Ability to work in a team; Self-motivated.

DUTIES

: Plan, supervise and undertake road maintenance activities; Plan, supervise and undertake herbicide and related work; Determine material quantities; Define road defects and undertake corrective measures; Safeguard work areas in terms of the Occupational Health and Safety Act; Perform generic administrative functions pertaining to the post; Train subordinates.

ENQUIRIES APPLICATIONS

: Mr H Uys Tel No: (021) 863 2020
: To submit your application, there are 3 methods in which you can apply, please only use 1 of the following:

1. Hand deliver your application for Attention: Western Cape Government Jobs, 6-8 Highstreet (Highstreet Tygervalley Building); Level 2, Rosenpark Bellville (From Monday to Friday between 07:00am to 17:00pm)

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Or 3. Email your application to, westerncape@immploy.com. Clearly indicate the reference number of post in email subject line and ensure attachments are in the appropriate format (MS Word or PDF).

NOTE

: NB: Candidates will be required to complete a practical exercise as part of the interview process. Candidates will be subjected to a medical fitness test as prescribed by the Construction Regulations as contained in the OHS Act 85/1993. Applicants from relevant local communities will receive preferences. The selection process will be guided by the EE targets of the employing department. To apply, please complete an application form (Z 83) and current CV (5 pages maximum) as indicated in the advertisement. The post being applied for and the reference number must be clearly indicated on the Z83 application form. Only applications submitted online at: www.westerncape.gov.za/jobs or <https://westerncapegov.erecruit.co> will be

accepted. Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to attend interviews on a date and time as determined by the department. The selection process will be guided by the EE targets of the employing department. Should you experience difficulties with your online application, kindly note that technical support (challenges with online application) is only available from Monday to Friday from 08:00 to 16:00 you may contact the helpline at 0861 370 214. Otherwise, all other queries relating to the position, kindly contact the enquiries person as indicated in the advert.

- CLOSING DATE** : 12 December 2022
- POST 44/572** : **ROAD WORKER SUPERVISOR (TRAFFIC ACCOMMODATION AND GRADER): CONSTRUCTION AND SPECIALISED MAINTENANCE (REGION 1 – PAARL) REF NO: TPW 193/2022**
- SALARY CENTRE REQUIREMENTS** : R151 884 per annum (Level 04)
: Department of Transport and Public Works, Western Cape Government
: Grade 10 (or equivalent qualification); A minimum of 3 years relevant experience; A valid (Code EC) driving licence with professional drivers permit (PDP). Recommendation: Experience in the following: Civil construction activities; Traffic Accommodation; Grading works; Management and supervision of staff. Competencies: Good understanding of operating large construction machines; Conflict and diversity management; Supervisory skills; Communication Skills (verbal and written); Ability to work under pressure and meet deadlines; Ability to work in a team; Self-motivated.
- DUTIES** : Plan, supervise and undertake road maintenance activities; Plan, supervise and undertake works in respect of Traffic Accommodation and Grading activities; Determine material quantities for road maintenance in respect of Traffic Accommodation and Grading; Define road defects and undertake corrective measures; Safeguard work areas in terms of the Occupational Health and Safety Act; Perform generic administrative functions pertaining to the post; Train subordinates.
- ENQUIRIES APPLICATIONS** : Mr H Uys Tel No: (021) 863 2020
: To submit your application, there are 3 methods in which you can apply, please only use 1 of the following:
1. Hand deliver your application for Attention: Western Cape Government Jobs, 6-8 Highstreet (Highstreet Tygervalley Building); Level 2, Rosenpark Bellville (From Monday to Friday between 07:00am to 17:00pm)
Or 2. Post your application for Attention: Western Cape Government Jobs, PO Box 60495 Table View 7439
Or 3. Email your application to, westerncape@immploy.com. Clearly indicate the reference number of post in email subject line and ensure attachments are in the appropriate format (MS Word or PDF).
- NOTE** : NB: Candidates will be required to complete a practical exercise as part of the interview process. Candidates will be subjected to a medical fitness test as prescribed by the Construction Regulations as contained in the OHS Act 85/1993. Applicants from relevant local communities will receive preferences. The selection process will be guided by the EE targets of the employing department. To apply, please complete an application form (Z 83) and current CV (5 pages maximum) as indicated in the advertisement. The post being applied for and the reference number must be clearly indicated on the Z83 application form. Only applications submitted online at: www.westerncape.gov.za/jobs or <https://westerncapegov.erecruit.co> will be accepted. Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to attend interviews on a date and time as determined by the department. The selection process will be guided by the EE targets of the employing department. Should you experience difficulties with your online application, kindly note that technical support (challenges with online application) is only available from Monday to Friday from 08:00 to 16:00 you may contact the helpline at 0861 370 214. Otherwise, all other queries relating to the position, kindly contact the enquiries person as indicated in the advert.
- CLOSING DATE** : 12 December 2022

POST 44/573 : **ROAD WORKER SUPERVISOR (EXCAVATOR): CONSTRUCTION AND SPECIALISED MAINTENANCE REGION 1 (PAARL) REF NO: TPW 195/2022**

SALARY : R151 884 per annum (Level 04)
CENTRE : Department of Transport and Public Works, Western Cape Government
REQUIREMENTS : Grade 10 (or equivalent qualification); A minimum of 3 years relevant experience; A valid (Code EC) driving licence with professional drivers permit (PDP). Recommendation: Experience in the following: Civil construction activities; Excavating works; Management and supervision of staff; Administrative related experience. Competencies: Good understanding of the maintenance and repair of road defects on roads and within road reserves; Conflict and diversity management; Communication Skills (verbal and written); Ability to work under pressure and meet deadlines; Ability to work in a team; Self-motivated.

DUTIES : Plan, supervise and undertake road maintenance activities; Plan, supervise and undertake works in respect of excavation activities; Determine material quantities for road maintenance and excavations activities; Define road defects and undertake corrective measures; Safeguard work areas in terms of the Occupational Health and Safety Act; Perform generic administrative functions pertaining to the post; Train subordinates.

ENQUIRIES : Mr H Uys Tel No (021) 863 2020
APPLICATIONS : To submit your application, there are 3 methods in which you can apply, please only use 1 of the following:
1. Hand deliver your application for Attention: Western Cape Government Jobs, 6-8 Highstreet (Highstreet Tygervalley Building); Level 2, Rosenpark Bellville (From Monday to Friday between 07:00am to 17:00pm)
Or 2. Post your application for Attention: Western Cape Government Jobs, PO Box 60495 Table View 7439
Or 3. Email your application to, westerncape@immploy.com. Clearly indicate the reference number of post in email subject line and ensure attachments are in the appropriate format (MS Word or PDF).

NOTE : NB: Candidates will be required to complete a practical exercise as part of the interview process. Candidates will be subjected to a medical fitness test as prescribed by the Construction Regulations as contained in the OHS Act 85/1993. Applicants from relevant local communities will receive preferences. The selection process will be guided by the EE targets of the employing department. To apply, please complete an application form (Z 83) and current CV (5 pages maximum) as indicated in the advertisement. The post being applied for and the reference number must be clearly indicated on the Z83 application form. Only applications submitted online at: www.westerncape.gov.za/jobs or <https://westerncapegov.erecruit.co> will be accepted. Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to attend interviews on a date and time as determined by the department. The selection process will be guided by the EE targets of the employing department. Should you experience difficulties with your online application, kindly note that technical support (challenges with online application) is only available from Monday to Friday from 08:00 to 16:00 you may contact the helpline at 0861 370 214. Otherwise, all other queries relating to the position, kindly contact the enquiries person as indicated in the advert.

CLOSING DATE : 12 December 2022

POST 44/574 : **OPERATOR (CONCRETE): CONSTRUCTION AND SPECIALISED MAINTENANCE REGION 1, REF NO: TPW 187/2022**

SALARY : R151 884 per annum (Level 04)
CENTRE : Department of Transport and Public Works, Western Cape Government
REQUIREMENTS : Grade 10 (or equivalent qualification); A minimum of 3 years relevant experience; A valid (Code EC) driving licence with professional drivers permit (PDP). Recommendation: Experience in the tar and gravelling of road surfaces. Competencies: A good understanding of the following: Operating of construction related machines; Safety precautions whilst operating machinery and equipment; Usage of small tools and equipment; Skills needed: Supervisory; Communication (verbal and written); Ability to work under pressure and meet deadlines; Ability to work in a team; Self-motivated.

- DUTIES** : Routine maintenance work on concrete structures; Construction of new concrete structures; Install shuttering, staging, reinforcement, mixing, pouring and finishing of concrete; Requisition of materials; Operation and maintenance of plant; Supervision and utilisation of labourers to ensure effective management of subordinates; Perform generic administrative functions pertaining to the post.
- ENQUIRIES APPLICATIONS** : Mr H Uys Tel No: (021) 863 2020
 : To submit your application, there are 3 methods in which you can apply, please only use 1 of the following:
 1. Hand deliver your application for Attention: Western Cape Government Jobs, 6-8 Highstreet (Highstreet Tygervalley Building); Level 2, Rosenpark Bellville (From Monday to Friday between 07:00am to 17:00pm)
 Or 2. Post your application for Attention: Western Cape Government Jobs, PO Box 60495 Table View 7439
 Or 3. Email your application to, westerncape@immploy.com. Clearly indicate the reference number of post in email subject line and ensure attachments are in the appropriate format (MS Word or PDF).
- NOTE** : NB: Candidates will be required to complete a practical exercise as part of the interview process. Candidates will be subjected to a medical fitness test as prescribed by the Construction Regulations as contained in the OHS Act 85/1993. Applicants from relevant local communities will receive preferences. The selection process will be guided by the EE targets of the employing department. To apply, please complete an application form (Z 83) and current CV (5 pages maximum) as indicated in the advertisement. The post being applied for and the reference number must be clearly indicated on the Z83 application form. Only applications submitted online at: www.westerncape.gov.za/jobs or <https://westerncapegov.erecruit.co> will be accepted. Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to attend interviews on a date and time as determined by the department. The selection process will be guided by the EE targets of the employing department. Should you experience difficulties with your online application, kindly note that technical support (challenges with online application) is only available from Monday to Friday from 08:00 to 16:00 you may contact the helpline at 0861 370 214. Otherwise, all other queries relating to the position, kindly contact the enquiries person as indicated in the advert.
- CLOSING DATE** : 12 December 2022
- POST 44/575** : **ROAD WORKER: ROUTINE MAINTENANCE REGION 1 REF NO: TPW 174/2022 (X2 POSTS AVAILABLE IN HOPEFIELD)**
- SALARY CENTRE REQUIREMENTS** : R128 166 per annum (Level 03)
 : Department of Transport and Public Works, Western Cape Government
 : Basic literacy and numeracy (ABET Level 2/Grade 5). Recommendation: Experience in the following: Operating of minor construction machinery; Operating of hand tools; Civil construction activities. Competencies: A good understanding of the construction, maintenance and repair of roads; Written and verbal communication skills; Ability to work under pressure and meet deadlines; Ability to work in a team; Reliable.
- DUTIES** : Support road specialists in the construction, maintenance and repair of roads; Perform manual labor; Undertake general duties to support road specialists with the construction, maintenance and repair and cleaning of roads which may include maintenance or improvement of road surfaces, road reserves, road signs and road markings, waterways and structures and related activities.
- ENQUIRIES APPLICATIONS** : Mr H Uys Tel No: (021) 863 2020
 : To submit your application, there are 3 methods in which you can apply, please only use 1 of the following:
 1. Hand deliver your application for Attention: Western Cape Government Jobs, 6-8 Highstreet (Highstreet Tygervalley Building); Level 2, Rosenpark Bellville (From Monday to Friday between 07:00am to 17:00pm)
 Or 2. Post your application for Attention: Western Cape Government Jobs, PO Box 60495 Table View 7439
 Or 3. Email your application to, westerncape@immploy.com. Clearly indicate the reference number of post in email subject line and ensure attachments are in the appropriate format (MS Word or PDF).
- NOTE** : NB: Candidates will be required to complete a practical exercise as part of the interview process. Candidates will be subjected to a medical fitness test as

prescribed by the Construction Regulations as contained in the OHS Act 85/1993. Applicants from relevant local communities will receive preferences. The selection process will be guided by the EE targets of the employing department. To apply, please complete an application form (Z 83) and current CV (5 pages maximum) as indicated in the advertisement. The post being applied for and the reference number must be clearly indicated on the Z83 application form. Only applications submitted online at: www.westerncape.gov.za/jobs or <https://westerncapegov.erecruit.co> will be accepted. Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to attend interviews on a date and time as determined by the department. The selection process will be guided by the EE targets of the employing department. Should you experience difficulties with your online application, kindly note that technical support (challenges with online application) is only available from Monday to Friday from 08:00 to 16:00 you may contact the helpline at 0861 370 214. Otherwise, all other queries relating to the position, kindly contact the enquiries person as indicated in the advert.

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| <u>CLOSING DATE</u> | : | 12 December 2022 |
| <u>POST 44/576</u> | : | <u>ROAD WORKER: ROUTINE MAINTENANCE REGION 1 REF NO: TPW 175/2022 (X5 POSTS AVAILABLE IN PIKETBERG)</u> |
| <u>SALARY</u> | : | R128 166 per annum (Level 03) |
| <u>CENTRE</u> | : | Department of Transport and Public Works, Western Cape Government |
| <u>REQUIREMENTS</u> | : | Basic literacy and numeracy (ABET Level 2/Grade 5). Recommendation: Experience in the following: Operating of minor construction machinery; Operating of hand tools; Civil construction activities. Competencies: A good understanding of the construction, maintenance and repair of roads; Written and verbal communication skills; Ability to work under pressure and meet deadlines; Ability to work in a team; Reliable. |
| <u>DUTIES</u> | : | Support road specialists in the construction, maintenance and repair of roads; Perform manual labour; Undertake general duties to support road specialists with the construction, maintenance and repair and cleaning of roads which may include maintenance or improvement of road surfaces, road reserves, road signs and road markings, waterways and structures and related activities. |
| <u>ENQUIRIES</u> | : | Mr H Uys Tel No: (021) 863 2020 |
| <u>APPLICATIONS</u> | : | To submit your application, there are 3 methods in which you can apply, please only use 1 of the following: 1. Hand deliver your application for Attention: Western Cape Government Jobs, 6-8 Highstreet (Highstreet Tygervalley Building); Level 2, Rosenpark Bellville (From Monday to Friday between 07:00am to 17:00pm) Or 2. Post your application for Attention: Western Cape Government Jobs, PO Box 60495 Table View 7439 Or 3. Email your application to, westerncape@immploy.com . Clearly indicate the reference number of post in email subject line and ensure attachments are in the appropriate format (MS Word or PDF). |
| <u>NOTE</u> | : | NB: Candidates will be required to complete a practical exercise as part of the interview process. Candidates will be subjected to a medical fitness test as prescribed by the Construction Regulations as contained in the OHS Act 85/1993. Applicants from relevant local communities will receive preferences. The selection process will be guided by the EE targets of the employing department. To apply, please complete an application form (Z 83) and current CV (5 pages maximum) as indicated in the advertisement. The post being applied for and the reference number must be clearly indicated on the Z83 application form. Only applications submitted online at: www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co will be accepted. Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to attend interviews on a date and time as determined by the department. The selection process will be guided by the EE targets of the employing department. Should you experience difficulties with your online application, kindly note that technical support (challenges with online application) is only available from Monday to Friday from 08:00 to 16:00 you may contact the helpline at 0861 370 214. Otherwise, all other queries relating to the position, kindly contact the enquiries person as indicated in the advert. |
| <u>CLOSING DATE</u> | : | 12 December 2022 |

POST 44/577 : **ROAD WORKER: ROUTINE MAINTENANCE REGION 1 REF NO: TPW 176/2022 (X2 POSTS AVAILABLE IN ASHTON)**

SALARY CENTRE REQUIREMENTS : R128 166 per annum (Level 03)
: Department of Transport and Public Works, Western Cape Government
: Basic literacy and numeracy (ABET Level 2/Grade 5). Recommendation: Experience in the following: Operating of minor construction machinery; Operating of hand tools; Civil construction activities. Competencies: A good understanding of the construction, maintenance and repair of roads; Written and verbal communication skills; Ability to work under pressure and meet deadlines; Ability to work in a team; Reliable.

DUTIES : Support road specialists in the construction, maintenance and repair of roads; Perform manual labour; Undertake general duties to support road specialists with the construction, maintenance and repair and cleaning of roads which may include maintenance or improvement of road surfaces, road reserves, road signs and road markings, waterways and structures and related activities.

ENQUIRIES APPLICATIONS : Mr H Uys Tel No: (021) 863 2020
: To submit your application, there are 3 methods in which you can apply, please only use 1 of the following:
1. Hand deliver your application for Attention: Western Cape Government Jobs, 6-8 Highstreet (Highstreet Tygervalley Building); Level 2, Rosenpark Bellville (From Monday to Friday between 07:00am to 17:00pm)
Or 2. Post your application for Attention: Western Cape Government Jobs, PO Box 60495 Table View 7439
Or 3. Email your application to, westerncape@immploy.com. Clearly indicate the reference number of post in email subject line and ensure attachments are in the appropriate format (MS Word or PDF).

NOTE : NB: Candidates will be required to complete a practical exercise as part of the interview process. Candidates will be subjected to a medical fitness test as prescribed by the Construction Regulations as contained in the OHS Act 85/1993. Applicants from relevant local communities will receive preferences. The selection process will be guided by the EE targets of the employing department. To apply, please complete an application form (Z 83) and current CV (5 pages maximum) as indicated in the advertisement. The post being applied for and the reference number must be clearly indicated on the Z83 application form. Only applications submitted online at: www.westerncape.gov.za/jobs or <https://westerncapegov.erecruit.co> will be accepted. Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to attend interviews on a date and time as determined by the department. The selection process will be guided by the EE targets of the employing department. Should you experience difficulties with your online application, kindly note that technical support (challenges with online application) is only available from Monday to Friday from 08:00 to 16:00 you may contact the helpline at 0861 370 214. Otherwise, all other queries relating to the position, kindly contact the enquiries person as indicated in the advert.

CLOSING DATE : 12 December 2022

POST 44/578 : **ROAD WORKER: ROUTINE MAINTENANCE REGION 1 REF NO: TPW 177/2022 (X5 POSTS AVAILABLE IN MALMESBURY)**

SALARY CENTRE REQUIREMENTS : R128 166 per annum (Level 03)
: Department of Transport and Public Works, Western Cape Government
: Basic literacy and numeracy (ABET Level 2/Grade 5). Recommendation: Experience in the following: Operating of minor construction machinery; Operating of hand tools; Civil construction activities. Competencies: A good understanding of the construction, maintenance and repair of roads; Written and verbal communication skills; Ability to work under pressure and meet deadlines; Ability to work in a team; Reliable.

DUTIES : Support road specialists in the construction, maintenance and repair of roads; Perform manual labour; Undertake general duties to support road specialists with the construction, maintenance and repair and cleaning of roads which may include maintenance or improvement of road surfaces, road reserves, road signs and road markings, waterways and structures and related activities.

ENQUIRIES APPLICATIONS : Mr H Uys Tel No: (021) 863 2020
: To submit your application, there are 3 methods in which you can apply, please only use 1 of the following:

1. Hand deliver your application for Attention: Western Cape Government Jobs, 6-8 Highstreet (Highstreet Tygervalley Building); Level 2, Rosenpark Bellville (From Monday to Friday between 07:00am to 17:00pm)

Or 2. Post your application for Attention: Western Cape Government Jobs, PO Box 60495 Table View 7439

Or 3. Email your application to, westerncape@immploy.com. Clearly indicate the reference number of post in email subject line and ensure attachments are in the appropriate format (MS Word or PDF).

NOTE

: NB: Candidates will be required to complete a practical exercise as part of the interview process. Candidates will be subjected to a medical fitness test as prescribed by the Construction Regulations as contained in the OHS Act 85/1993. Applicants from relevant local communities will receive preferences. The selection process will be guided by the EE targets of the employing department. To apply, please complete an application form (Z 83) and current CV (5 pages maximum) as indicated in the advertisement. The post being applied for and the reference number must be clearly indicated on the Z83 application form. Only applications submitted online at: www.westerncape.gov.za/jobs or <https://westerncapegov.erecruit.co> will be accepted. Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to attend interviews on a date and time as determined by the department. The selection process will be guided by the EE targets of the employing department. Should you experience difficulties with your online application, kindly note that technical support (challenges with online application) is only available from Monday to Friday from 08:00 to 16:00 you may contact the helpline at 0861 370 214. Otherwise, all other queries relating to the position, kindly contact the enquiries person as indicated in the advert.

CLOSING DATE

: 12 December 2022

POST 44/579

: **ROAD WORKER: ROUTINE MAINTENANCE REGION 1 REF NO: TPW 178/2022 (X2 POSTS AVAILABLE IN NAPIER)**

SALARY CENTRE REQUIREMENTS

: R128 166 per annum (Level 03)
: Department of Transport and Public Works, Western Cape Government
: Basic literacy and numeracy (ABET Level 2/Grade 5). Recommendation: Experience in the following: Operating of minor construction machinery; Operating of hand tools; Civil construction activities. Competencies: A good understanding of the construction, maintenance and repair of roads; Written and verbal communication skills; Ability to work under pressure and meet deadlines; Ability to work in a team; Reliable.

DUTIES

: Support road specialists in the construction, maintenance and repair of roads; Perform manual labor; Undertake general duties to support road specialists with the construction, maintenance and repair and cleaning of roads which may include maintenance or improvement of road surfaces, road reserves, road signs and road markings, waterways and structures and related activities.

ENQUIRIES APPLICATIONS

: Mr H Uys Tel No: (021) 863 2020
: To submit your application, there are 3 methods in which you can apply, please only use 1 of the following:

1. Hand deliver your application for Attention: Western Cape Government Jobs, 6-8 Highstreet (Highstreet Tygervalley Building); Level 2, Rosenpark Bellville (From Monday to Friday between 07:00am to 17:00pm)

Or 2. Post your application for Attention: Western Cape Government Jobs, PO Box 60495 Table View 7439

Or 3. Email your application to, westerncape@immploy.com. Clearly indicate the reference number of post in email subject line and ensure attachments are in the appropriate format (MS Word or PDF).

NOTE

: NB: Candidates will be required to complete a practical exercise as part of the interview process. Candidates will be subjected to a medical fitness test as prescribed by the Construction Regulations as contained in the OHS Act 85/1993. Applicants from relevant local communities will receive preferences. The selection process will be guided by the EE targets of the employing department. To apply, please complete an application form (Z 83) and current CV (5 pages maximum) as indicated in the advertisement. The post being applied for and the reference number must be clearly indicated on the Z83 application form. Only applications submitted online at: www.westerncape.gov.za/jobs or <https://westerncapegov.erecruit.co> will be accepted. Shortlisted candidates will be required to submit copies of their

documentation for verification purposes. These candidates will be required to attend interviews on a date and time as determined by the department. The selection process will be guided by the EE targets of the employing department. Should you experience difficulties with your online application, kindly note that technical support (challenges with online application) is only available from Monday to Friday from 08:00 to 16:00 you may contact the helpline at 0861 370 214. Otherwise, all other queries relating to the position, kindly contact the enquiries person as indicated in the advert.

- CLOSING DATE** : 12 December 2022
- POST 44/580** : **ROAD WORKER REF NO: TPW 179/2022 (X16 POSTS AVAILABLE IN PAARL)**
- SALARY** : R128 166 per annum (Level 03)
CENTRE : Department of Transport and Public Works, Western Cape Government
REQUIREMENTS : Basic literacy and numeracy (ABET Level 2/Grade 5). Recommendation: Experience in the following: Operating of minor construction machinery; Operating of hand tools; Civil construction activities. Competencies: A good understanding of the construction, maintenance and repair of roads; Written and verbal communication skills; Ability to work under pressure and meet deadlines; Ability to work in a team; Reliable.
- DUTIES** : Support road specialists in the construction, maintenance and repair of roads; Perform manual labour; Undertake general duties to support road specialists with the construction, maintenance and repair and cleaning of roads which may include maintenance or improvement of road surfaces, road reserves, road signs and road markings, waterways and structures and related activities.
- ENQUIRIES** : Mr H Uys Tel No: (021) 863 2020
APPLICATIONS : To submit your application, there are 3 methods in which you can apply, please only use 1 of the following:
 1. Hand deliver your application for Attention: Western Cape Government Jobs, 6-8 Highstreet (Highstreet Tygervalley Building); Level 2, Rosenpark Bellville (From Monday to Friday between 07:00am to 17:00pm)
 Or 2. Post your application for Attention: Western Cape Government Jobs, PO Box 60495 Table View 7439
 Or 3. Email your application to, westerncape@immploy.com. Clearly indicate the reference number of post in email subject line and ensure attachments are in the appropriate format (MS Word or PDF).
- NOTE** : NB: Candidates will be required to complete a practical exercise as part of the interview process. Candidates will be subjected to a medical fitness test as prescribed by the Construction Regulations as contained in the OHS Act 85/1993. Applicants from relevant local communities will receive preferences. The selection process will be guided by the EE targets of the employing department. To apply, please complete an application form (Z 83) and current CV (5 pages maximum) as indicated in the advertisement. The post being applied for and the reference number must be clearly indicated on the Z83 application form. Only applications submitted online at: www.westerncape.gov.za/jobs or <https://westerncapegov.erecruit.co> will be accepted. Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to attend interviews on a date and time as determined by the department. The selection process will be guided by the EE targets of the employing department. Should you experience difficulties with your online application, kindly note that technical support (challenges with online application) is only available from Monday to Friday from 08:00 to 16:00 you may contact the helpline at 0861 370 214. Otherwise, all other queries relating to the position, kindly contact the enquiries person as indicated in the advert.
- CLOSING DATE** : 12 December 2022
- POST 44/581** : **ROAD WORKER: ROUTINE MAINTENANCE REGION 1 REF NO: TPW 180/2022 (X4 POSTS AVAILABLE IN CLANWILLIAM)**
- SALARY** : R128 166 per annum (Level 03)
CENTRE : Department of Transport and Public Works, Western Cape Government
REQUIREMENTS : Basic literacy and numeracy (ABET Level 2/Grade 5). Recommendation: Experience in the following: Operating of minor construction machinery; Operating of hand tools; Civil construction activities. Competencies: A good understanding of the construction, maintenance and repair of roads; Written

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| <u>DUTIES</u> | : | and verbal communication skills; Ability to work under pressure and meet deadlines; Ability to work in a team; Reliable. |
| | : | Support road specialists in the construction, maintenance and repair of roads; Perform manual labor; Undertake general duties to support road specialists with the construction, maintenance and repair and cleaning of roads which may include maintenance or improvement of road surfaces, road reserves, road signs and road markings, waterways and structures and related activities. |
| <u>ENQUIRIES APPLICATIONS</u> | : | Mr H Uys Tel No: (021) 863 2020 |
| | : | To submit your application, there are 3 methods in which you can apply, please only use 1 of the following: 1. Hand deliver your application for Attention: Western Cape Government Jobs, 6-8 Highstreet (Highstreet Tygervalley Building); Level 2, Rosenpark Bellville (From Monday to Friday between 07:00am to 17:00pm) Or 2. Post your application for Attention: Western Cape Government Jobs, PO Box 60495 Table View 7439 Or 3. Email your application to, westerncape@immploy.com . Clearly indicate the reference number of post in email subject line and ensure attachments are in the appropriate format (MS Word or PDF). |
| <u>NOTE</u> | : | NB: Candidates will be required to complete a practical exercise as part of the interview process. Candidates will be subjected to a medical fitness test as prescribed by the Construction Regulations as contained in the OHS Act 85/1993. Applicants from relevant local communities will receive preferences. The selection process will be guided by the EE targets of the employing department. To apply, please complete an application form (Z 83) and current CV (5 pages maximum) as indicated in the advertisement. The post being applied for and the reference number must be clearly indicated on the Z83 application form. Only applications submitted online at: www.westerncape.gov.za/jobs or https://westerncapegov.erecruit.co will be accepted. Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to attend interviews on a date and time as determined by the department. The selection process will be guided by the EE targets of the employing department. Should you experience difficulties with your online application, kindly note that technical support (challenges with online application) is only available from Monday to Friday from 08:00 to 16:00 you may contact the helpline at 0861 370 214. Otherwise, all other queries relating to the position, kindly contact the enquiries person as indicated in the advert. |
| <u>CLOSING DATE</u> | : | 12 December 2022 |
| <u>POST 44/582</u> | : | <u>ROAD WORKER: ROUTINE MAINTENANCE REGION 1 REF NO: TPW 181/2022 (X7 POSTS AVAILABLE IN KLAWER)</u> |
| <u>SALARY CENTRE REQUIREMENTS</u> | : | R128 166 per annum (Level 03) |
| | : | Department of Transport and Public Works, Western Cape Government |
| | : | Basic literacy and numeracy (ABET Level 2/Grade 5). Recommendation: Experience in the following: Operating of minor construction machinery; Operating of hand tools; Civil construction activities. Competencies: A good understanding of the construction, maintenance and repair of roads; Written and verbal communication skills; Ability to work under pressure and meet deadlines; Ability to work in a team; Reliable. |
| <u>DUTIES</u> | : | Support road specialists in the construction, maintenance and repair of roads; Perform manual labour; Undertake general duties to support road specialists with the construction, maintenance and repair and cleaning of roads which may include maintenance or improvement of road surfaces, road reserves, road signs and road markings, waterways and structures and related activities. |
| <u>ENQUIRIES APPLICATIONS</u> | : | Mr H Uys Tel No: (021) 863 2020 |
| | : | To submit your application, there are 3 methods in which you can apply, please only use 1 of the following: 1. Hand deliver your application for Attention: Western Cape Government Jobs, 6-8 Highstreet (Highstreet Tygervalley Building); Level 2, Rosenpark Bellville (From Monday to Friday between 07:00am to 17:00pm) Or 2. Post your application for Attention: Western Cape Government Jobs, PO Box 60495 Table View 7439 Or 3. Email your application to, westerncape@immploy.com . Clearly indicate the reference number of post in email subject line and ensure attachments are in the appropriate format (MS Word or PDF). |

NOTE : NB: Candidates will be required to complete a practical exercise as part of the interview process. Candidates will be subjected to a medical fitness test as prescribed by the Construction Regulations as contained in the OHS Act 85/1993. Applicants from relevant local communities will receive preferences. The selection process will be guided by the EE targets of the employing department. To apply, please complete an application form (Z 83) and current CV (5 pages maximum) as indicated in the advertisement. The post being applied for and the reference number must be clearly indicated on the Z83 application form. Only applications submitted online at: www.westerncape.gov.za/jobs or <https://westerncapegov.erecruit.co> will be accepted. Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to attend interviews on a date and time as determined by the department. The selection process will be guided by the EE targets of the employing department. Should you experience difficulties with your online application, kindly note that technical support (challenges with online application) is only available from Monday to Friday from 08:00 to 16:00 you may contact the helpline at 0861 370 214. Otherwise, all other queries relating to the position, kindly contact the enquiries person as indicated in the advert.

CLOSING DATE : 12 December 2022

POST 44/583 : **ROAD WORKER: ROUTINE MAINTENANCE REGION 1 REF NO: TPW 182/2022 (X10 POSTS AVAILABLE IN BELLVILLE)**

SALARY CENTRE REQUIREMENTS : R128 166 per annum (Level 03)
 : Department of Transport and Public Works, Western Cape Government
 : Basic literacy and numeracy (ABET Level 2/Grade 5). Recommendation: Experience in the following: Operating of minor construction machinery; Operating of hand tools; Civil construction activities. Competencies: A good understanding of the construction, maintenance and repair of roads; Written and verbal communication skills; Ability to work under pressure and meet deadlines; Ability to work in a team; Reliable.

DUTIES : Support road specialists in the construction, maintenance and repair of roads; Perform manual labour; Undertake general duties to support road specialists with the construction, maintenance and repair and cleaning of roads which may include maintenance or improvement of road surfaces, road reserves, road signs and road markings, waterways and structures and related activities.

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CLOSING DATE : 12 December 2022

POST 44/584 : **ROAD WORKER: ROUTINE MAINTENANCE REGION 1 REF NO: TPW 183/2022 (X3 POSTS AVAILABLE IN BOTRIVIER)**

SALARY CENTRE REQUIREMENTS : R128 166 per annum (Level 03)
 : Department of Transport and Public Works, Western Cape Government
 : Basic literacy and numeracy (ABET Level 2/Grade 5). Recommendation: Experience in the following: Operating of minor construction machinery; Operating of hand tools; Civil construction activities. Competencies: A good understanding of the construction, maintenance and repair of roads; Written and verbal communication skills; Ability to work under pressure and meet deadlines; Ability to work in a team; Reliable.

DUTIES : Support road specialists in the construction, maintenance and repair of roads; Perform manual labor; Undertake general duties to support road specialists with the construction, maintenance and repair and cleaning of roads which may include maintenance or improvement of road surfaces, road reserves, road signs and road markings, waterways and structures and related activities.

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CLOSING DATE : 12 December 2022

POST 44/585 : **GROUNDSMAN: TECHNICAL SUPPORT SERVICES REF NO: TPW 168/2022 (X4 POSTS)**

SALARY CENTRE REQUIREMENTS : R107 196 per annum (Level 02)
 : Department of Transport and Public Works, Western Cape Government
 : Basic literacy and numeracy (ABET Level 2/Grade 5). Recommendation: Gardening experience. Competencies: A good understanding of the Occupational Health and Safety Act and relevant regulations; Gardens and ground maintenance; Ability to: Work under pressure, independently as well as in a team and perform routine tasks; Handle routine work and follow instructions; Written and verbal communication skills.

DUTIES : Irrigation maintenance and repairs; Mowing of lawns; Trimming/pruning different kinds of plants; Machinery operator; Detect and report malfunction of gardening equipment and tools; Spraying of chemicals on flower beds and on hard surfaces for weeds, harmful pests and diseases; Manual weeding, fertilizing and planting; General cleaning of the entire estate and the surrounding perimeters; Grounds maintenance.

ENQUIRIES APPLICATIONS : Mr A February Tel No: (021) 483 2489
: To submit your application, there are 3 methods in which you can apply, please only use 1 of the following:
1. Hand deliver your application for Attention: Western Cape Government Jobs, 6-8 Highstreet (Highstreet Tygervalley Building); Level 2, Rosenpark Bellville (From Monday to Friday between 07:00am to 17:00pm)
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CLOSING DATE : 12 December 2022

POST 44/586 : **TRADE WORKER: TECHNICAL SUPPORT SERVICES REF NO: TPW 169/2022 (X4 POSTS)**

SALARY CENTRE REQUIREMENTS : R107 196 per annum (level 02)
: Department of Transport and Public Works, Western Cape Government
: Basic literacy and numeracy (ABET Level 2/Grade 5). Recommendation: Appropriate experience and working knowledge of building maintenance, carpentry, electrical and plumbing work. Competencies: Knowledge of the following: Occupational Health and Safety Act and relevant regulations; Tools and machinery; Communication (written and verbal) skills. Ability to work in a team.

DUTIES : Assist the handyman with the following: Replacing external and internal lights and bulbs; Resetting breakers/earth leakage (short circuits); Repairing and replacing door locks, windowpanes, carpets and repair roof leaks as well as painting of walls, floors and roofs; Plumbing work replacing/repair-taps flush valves, washers, PVC and copper pipes and sealing of gutters; Assist handyman with repairing and replacing toilet pans, seats and pan connectors, valves and washers; Moving of furniture; Repairing and replacing white boards, notice boards, pictures and door frames.

ENQUIRIES APPLICATIONS : Mr A February Tel No: 021 483 2489
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