

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

Free State Provincial Government is an equal opportunity affirmative action employer. It is our intention to promote representativity (race, gender and disability) in the Province through the filling of these posts and candidates whose appointment/promotion/transfer will promote representativity will receive preference.

- CLOSING DATE** : 20 December 2022
- NOTE** : Applications must be submitted on new Z83 form. “Applicants are advised that from 1 January 2021, a new application for employment (Z83) form will be effective which can be downloaded at www.dpsa.gov.za/vacancies. From 1 January 2021 should an application be received using the incorrect application for employment (Z83), it will not be considered”. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and detailed Curriculum Vitae. Therefore, only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. Successful completion of the Senior Management Pre-Entry Programme (Nyukela) is required for being considered for this SMS post. Enrolment for the course should be made on the NSG’s website at <https://www.thensg.gov.za/trainingcourse/sms-pre-entry-programme>. Applicants will be expected to be available for selection interviews and assessments at a time, date and place as determined by the Department. The successful candidate must disclose to the Head of Department particulars of all registrable financial interests, sign a performance agreement and employment contract with the Head of Department within three months from the date of assumption of duty. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). Applicants who do not comply with the above-mentioned requirements, as well as applications received late, will not be considered. The recommended candidate(s) for OSD production posts MUST submit endorsed service certificates from the previous employer and endorsed PERSAL service records where applicable within 2 days of accepting the offer. The Department does not accept applications via fax or email. Failure to submit all the requested documents will result in the application not being considered. Correspondence will be limited to short-listed candidates only. If you have not been contacted within eight (8) weeks after the closing date of this advertisement, please accept that your application was unsuccessful. The employment offer to successful candidate will be subject to verified educational qualifications, previous experience, citizenship check, reference checks and security vetting. Please note: Correspondence will only be entered into with short-listed candidates. Where applicable, candidates will be subjected to a skills/knowledge test. Successful candidates will be appointed on a probation period of 12 months. The Department reserves the right not to make any appointment(s) to the above post. The successful candidate will be expected to sign a performance agreement. The Department of Health is an equal opportunity affirmative action employer. The employment decision shall be informed by the Employment Equity Plan of the Department. It is the Department’s intention to promote equity (race, gender and disability) through the filling of this post(s) with a candidate whose transfer / promotion / appointment will promote representativity in line with the numerical targets as contained in our Employment Equity Plan.
- ERRATUM:** Kindly note that the following post were advertised in Public Service Vacancy Circular 42 dated 11 November 2022, The Posts have been withdrawn as follows (1) Diagnostic Radiographer Grade1-3 Ref No: H/D/42 Centre: Boitumelo Regional Hospital, (2) Operational Manager Nursing PNB3 Centre: Winburg District Hospital Ref No: H/O/16 and (3) Professional Nurse Specialty PNB1- PNB2 Centre: Winburg District Hospital Ref No: H/P/48 Closing Date 02 November 2022

OTHER POSTS

POST 46/452 : **DEPUTY MANAGER NURSING (PN-A8): PRIMARY HEALTH REF NO: H/D/49**

SALARY : Grade 1: R881 961 - R992 634 per annum, all -inclusive package, consists of 70% basic salary and 30% flexible portion that be structured in terms of the applicable rules, Medical Aid (Optional) Employee must meet the prescribed requirements.

CENTRE REQUIREMENTS : Fezile Dabi District: Sasolburg
: Senior Certificate or equivalent, plus Diploma/Degree in nursing or equivalent qualification that allows registration with the South African Nursing Council. Current registration with the South African Nursing Council (SANC). Registration with the SANC as Professional Nurse. A minimum of 9 years appropriate/ recognizable experience in nursing after registration with the SANC as Professional Nurse. At least 4 years of the period referred to above must be appropriate/recognizable experience at management level. Knowledge and Skills: Knowledge of Primary Health Care, Knowledge of support services with relevant to people management, Facility management and supervision, Good Communication skills, Strong Leadership managerial, organisational strategic, operational and contingency planning skills, independent decision making, problem- solving skills and interpersonal skills. Computer literacy (MS Word, Excel and Power point), Valid driver's licence.

DUTIES : Efficient and effective strategic leadership of the sub-districts Primary Health Care Services, management of personnel administration, support and supervise the Assistant Manager PHC and Operational Managers, human resource management and training, disciplinary procedures, labour relations. Manage sub-district budget, support in the maintenance of Ideal Clinic and OHSC Accreditation for PHC facilities.

ENQUIRIES : Ms NS Malinga Tel No: (056) 816 2147

APPLICATIONS : To: The CEO: Fezile Dabi District, Private Bag X 2005 Sasolburg, 1947, 17 Fichardt Street or Hand Deliver.

FOR ATTENTION : ME. Wv Van Loggerenberg

POST 46/453 : **DENTIST GRADE 1-3: REF NO: H/D/48**

SALARY : Grade 1: R833 340 - R924 876 per annum
Grade 2: R981 639 - R1 073 355 per annum
Grade 3: R1 139 217 - R1 424 286 per annum
All -inclusive package consists of 70% basic salary and 30% flexible portion that be structured in terms of the applicable rules, Medical Aid (Optional) Employee must meet the prescribed requirements.

CENTRE REQUIREMENTS : Fezile Dabi District: Sasolburg
: Senior Certificate or equivalent, plus, Appropriate qualification that allows registration with the HPCSA as a Dental specialist in a normal Specialty. Registration with the Health Council (HPCSA) as a Dentist. Current registration with the HPCSA 2022/2023 and Valid Driver's license for manual car. Dentist **Grade 1:** Experience None after registration as Dentist with the Health Professions Council of South Africa (HPCSA) in respect of South African qualified employees. One-year relevant experience after registration as Dentist with recognized a foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Registration with the HPCSA as Dentist. Dentist **Grade 2** Minimum of 7 years after registration as Dentist with the Health Professions Council of South Africa (HPCSA) in respect of South African qualified employees. Minimum of 8 years' relevant experience after registration as Dentist with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Registration with the HPCSA as Dentist **Grade 3:** Minimum of 12 years after registration as Dentist with the Health Professions Council of South Africa (HPCSA) in respect of South African qualified employees. Minimum of 13 years' relevant experience after registration as Dentist with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Knowledge and Skills: Sound knowledge of the Departmental Policies would be added as an advantage.

		Good Communication and interpersonal relation skills, ability to work under pressure and problem solving skills.
<u>DUTIES</u>	:	The incumbent will be rendering a comprehensive Oral Health services in the Clinics, Dental Mobile clinics, Correctional Services, Institutions and Hospitals. Partake in Community Outreach Programmes and perform administrative duties as required by the Programme/Department. Ensure proper running of quality service delivery in Oral Health Facilities and management of the staff in the clinic. Provision of relief within the Sub-District and District when needed. Analysis, verification and submission of statistics on time.
<u>ENQUIRIES</u>	:	Dr Nyembe at 061 476 1811
<u>APPLICATIONS</u>	:	To: The Ceo: Fezile Dabi District, Private Bag X 2005 Sasolburg, 1947, 17 Fichardt Street or Hand deliver.
<u>FOR ATTENTION</u>	:	ME. Wr Van Loggerenberg
<u>POST 46/454</u>	:	<u>DEPUTY DIRECTOR: MONITORING & EVALUATION (SDI & BATHO PELE INITIATIVES) REF NO: H/D/50</u> Planning & Performance Oversight Directorate
<u>SALARY</u>	:	R766 584 per annum, all -inclusive package, consists of 70% basic salary and 30% flexible portion that be structured in terms of the applicable rules, Medical Aid (Optional) Employee must meet the prescribed requirements.
<u>CENTRE</u>	:	Bloemfontein
<u>REQUIREMENTS</u>	:	Senior Certificate or equivalent qualification, plus National Diploma/Bachelor's Degree in Management Sciences, Health Sciences, Social Sciences or Business Sciences, plus 3-5 years' functional experience in Service Delivery Improvement (SDI) environment, Strategic Planning, Performance Monitoring & Evaluation (M&E) or Quality Assurance which 3 years must be on a Management level (Assistant Director). A Valid Driver's License and preparedness to travel within the Free State Province and Nationally Knowledge and Skills. Proven working knowledge in the area of Service Delivery Improvement planning and monitoring. Understanding of Government SDI planning, monitoring and reporting framework and related prescripts, Analytical skills (related to multiple data sets) and performance outputs/outcomes, Facilitation skills. Leadership skills. Report writing skills. Problem solving skills. Training Skills. Presentation Skills. Computer skills (MS Word, MS Excel, MS Power Point, MS Visio) Service Delivery Improvement, Strategic Planning and/or Performance M&E experience in the Health sector. Post-Graduate Qualification in Public Health.
<u>DUTIES</u>	:	Service Delivery Improvement (SDI). Develop and/or review the departmental SDI Policy, Strategy and SOP. Conduct ongoing analyses of the department's performance with a view to identify challenges and bottlenecks. Conduct periodic assessment of the different operations impacting on the department's performance. Research and facilitate the implementation of appropriate process improvement strategies. Develop and/or review relevant templates and tools for SDI planning, implementation, monitoring and reporting. Facilitate the drafting and development of the department's SDI plan in line with the DPSA guidelines and in consultation with the management and health governance structures. Provide standing secretariat support function to the department's SDI task team. Ensure timely compilation finalization, approval, submission and publication of SDI plans and reports to oversight bodies in line with DPSA directives. Service Delivery Model (SDM) Develop and/or review the department's SDM annually. Progressively conduct the mapping of the processes in the services provided by the department in conjunction with Organizational Development unit. Facilitate the regular approval and publication of the department's SDM. Ensure the integration of SDM into the SDI planning processes. Service Delivery Charter Develop, maintain and monitor the implementation of the department's Service Charter the related SOP. Facilitate the review and approval of the department's Service Charter and SOP in line with the DPSA directives and in consultation with the management and health governance structures. Establish a framework and system for the implementation, monitoring and reporting on the service delivery standards in the department. Orientate the management, staff and members of the health governance structures on the approved service charter. Batho Pele Initiatives Ensure implementation of the Revised Batho Pele Strategy. Facilitate regular monitoring and reporting on the Batho Pele Initiatives. Citizen-Based Monitoring Facilitate and coordinate the regular conducting of the Patient Experience of Care (PEC) surveys in all health facilities in line with

the national guideline. Monitor the development and implementation of quality improvement plans on the PEC outcomes and report thereon. Analyze the details and trends on PEC survey outcomes, community/patient complaints and other relevant reports with a view to identify the service delivery gaps.

ENQUIRIES APPLICATIONS FOR ATTENTION : Mr B.J Oliphant Tel No: 051 408 1445
 : To: Acting Director: HRM and Planning, PO Box 227, Bloemfontein, 9300 or hand deliver @ room Main Building, Ground floor entrance, Cnr Charlotte Maxeke and Harvey Road, Bloemfontein.
 : Me. RD Stellenberg

POST 46/455 : **CLINICAL PROGRAM COORDINATOR: PNA5 REF NO: H/C/53 (X2 POSTS)**
 Re-Advertised (Those who previously applied are encouraged to apply)

SALARY : R464 466 per annum, plus 13th Cheque, Housing Allowance, Uniform Allowance Rural Allowance, Medical Aid (Optional), Employee must meet the prescribed requirements.

CENTRE REQUIREMENTS : Fezile Dabi District: ARV Treatment Program
 : Senior certificate or equivalent qualification plus, Diploma/Degree in Nursing or equivalent that allows registration with the South African Nursing Council as professional Nurse. A minimum of 7 years appropriate /recognizable experience in nursing after Registration with the SANC as a professional nurse in General Nursing. Registration with SANC (2022/2023). A Valid driver's license Knowledge and Skills: In-dept knowledge of HIV and AIDS guidelines and protocols and in-dept knowledge and understanding of the ARV treatment program. Knowledge of the National Strategic plan and financial management. Computer literate (Excel, Word, PowerPoint) Knowledge of Health data systems e.g Tier.NET and DHIS. Ability to function under pressure and meet deadlines. Report writing skills. Good interpersonal relations skills and self-driven. Advantage: Advanced Clinical care management of ART patients' certificate.

DUTIES : Management of the Comprehensive HIV AIDS Care Management and Treatment Program. Management of the district ART cost centre to ensure sound financial administration and control. Implementation strategies to reduce the burden of HIV and AIDS to improve treatment outcomes. Expand access to ART treatment. Implementation of targeted key interventions to improve outcomes.

ENQUIRIES APPLICATIONS FOR ATTENTION : Me. L Van Turha Tel No: (051) 408 1703
 : To: Fezile Dabi Health District Office, 1947, 17 Fichardt Street, Sasolburg.
 : NY Foba Tel No: (016) 970 9332

POST 46/456 : **PROFESSIONAL NURSE SPECIALTY PNB1-PNB2 REF NO: H/P/63**

SALARY : Grade 1: R400 644 - R464 466 per annum
 Grade 2: R492 756 – R606 042 per annum
 Plus 13th Cheque, Housing Allowance, Uniform Allowance, Medical Aid (Optional), Employee must meet the prescribed requirements.

CENTRE REQUIREMENTS : Fezile Dabi District: Sasolburg
 : Senior Certificate or equivalent qualification, plus Diploma/Degree in nursing or equivalent qualification that allows registration with the South African Nursing Council as Professional Nurse plus a post-basic nursing qualification in Advanced Midwifery with a duration of at least 1 year, accredited with SANC. Current registration with the South African Nursing Council. Registration for 2022/2023 **Grade 1:** A minimum of 4 years appropriate/recognizable experience in nursing after registration with SANC as a Prof. Current registration with the South African Nursing Council (SANC) as Professional Nurse. **Grade 2:** A minimum of 14 years appropriate/recognizable experience in nursing after registration with SANC as a Prof Nurse. At least 10 years of the period referred to above must be appropriate / recognizable experience after obtaining the 1-year post – basic qualification of the period referred to above. A valid driver's license. Knowledge And Skills Good interpersonal and communication skills.

DUTIES : Provide comprehensive nursing treatment and care to patients in a specialty unit in a cost effective, efficient and equitable manner. Act as shift leader in Unit (where necessary) Coordinate the provision of effective training and research for nursing services. Provision of administrative services. Provision of clinical services, usage of machineries and equipment.

ENQUIRIES : Me. Pule Tel No: 061 492 0507

APPLICATIONS : To: The CEO: Fezile Dabi District, Private Bag X 2005 Sasolburg, 1947, 17 Fichardt Street or Hand Deliver.

FOR ATTENTION : ME. Wv Van Loggemberg

POST 46/457 : **PROFESSIONAL NURSE SPECIALTY PNB1-PNB2 REF NO: H/P/64**

SALARY : Grade 1: R400 644 - R464 466 per annum
Grade 2: R492 756 – R606 042 per annum
Plus 13th Cheque, Housing Allowance, Uniform Allowance, Medical Aid (Optional), Employee must meet the prescribed requirements.

CENTRE REQUIREMENTS : Mofumahadi Manapo Mopeli Regional Hospital
Senior Certificate or equivalent qualification, plus Diploma/Degree in nursing or equivalent qualification that allows registration with the South African Nursing Council as Professional Nurse plus a post-basic nursing qualification in Advanced Midwifery with a duration of at least 1 year, accredited with SANC. Current registration with the South African Nursing Council. Registration for 2022/2023 **Grade 1:** A minimum of 4 years appropriate/recognizable experience in nursing after registration with SANC as a Prof. Current registration with the South African Nursing Council (SANC) as Professional Nurse. **Grade 2:** A minimum of 14 years appropriate/recognizable experience in nursing after registration with SANC as a Prof Nurse. At least 10 years of the period referred to above must be appropriate / recognizable experience after obtaining the 1-year post – basic qualification of the period referred to above. A valid driver's license. Knowledge and Skills Good communication and interpersonal skills. Knowledge of key priority health programs. Computer literacy. A valid driver's license will be an added advantage.

DUTIES : Ensure the provision of an effective and efficient patients perioperative care through adequate nursing care in Operating theater. Coordinate and monitor the implementation of nursing care plan and evaluation thereof. Assessing patient's condition pre-operatively and ongoing throughout surgery, and ensuring that instruments and necessary supplies are available for patients' surgery. Prepare operating room with surgical equipment, sterile linen and supplies that will be needed during surgery. Ensure that equipment is functioning correctly. Maintains patient safety standards in procedure room, operating room and recovery room. Prepare timely and accurate records of patients' history and recovery charts. Participate in the formulation, and implementation of relevant nursing guidelines, standards and procedures. Manage and monitor proper utilization of human, financial and material resources.

ENQUIRIES APPLICATIONS : Ms Kobeli MF: Acting Head of Nursing Tel No: (058) 718 3200/3204
To: HR, Mofumahadi Manapo Mopeli Regional Hospital. Private Bag X 820, Witsieshioek, 9870, or hand deliver to @Room 246, 1st floor, Mofumahadi Manapo Mopeli Regional Hospital, Mampoi Street, Witsieshioek

FOR ATTENTION : Mr SR Makoko

POST 46/458 : **OPERATIONAL MANAGER NURSING PNB3 (SPECIALIZING IN THEATER) REF NO: H/O/22**

SALARY : R588 378 per annum, plus 13th Cheque, Housing Allowance, Uniform Allowance, Medical Aid (Optional), Employee must meet the prescribed requirements.

CENTRE REQUIREMENTS : Mofumahadi Manapo Mopeli Regional Hospital
Senior Certificate or equivalent, plus Diploma/Degree in nursing or equivalent qualification that allows registration with the South African Nursing Council. Registration with the SANC as Professional Nurse plus a post-basic nursing qualification in Advanced Midwifery and Neonatology Nursing Science qualification with a duration of at least 1 year, accredited with SANC. A minimum of 9 years appropriate/recognizable experience in nursing after registration with SANC as a Prof Nurse. At least 5 years of the period referred to above must be appropriate / recognizable experience after obtaining the 1-year post – basic qualification. Valid driver's license Knowledge and Skills: Good Communication and interpersonal Skills, Knowledge of key priority health programs. Computer literacy.

DUTIES : Supervise the provision of an effective and efficient patients peri-operative care through adequate nursing care in Operating theater. Supervise, Coordinate and monitor the implementation of nursing care plan and evaluation thereof. Supervise assessment patient's condition pre-operatively and ongoing

throughout surgery, and ensuring that instruments and necessary supplies are available for patients' surgery. Supervise preparation of operating room with surgical equipment, sterile linen and supplies that will be needed during surgery. Ensure that equipment is functioning correctly. Maintains patient safety standards in procedure room, operating room and recovery room. Prepare timely and accurate records of patients' history and recovery charts. Participate in the formulation, and implementation of relevant nursing guidelines, standards and procedures. Manage and monitor proper utilization of human, financial and material resources.

ENQUIRIES : Ms Kobeli MF: Acting Head of Nursing Tel No: (058) 718 3200/3204
APPLICATIONS : To: HR, Mofumahadi Manapo Mopeli Regional Hospital. Private Bag X 820, Witsieshioek, 9870, or hand deliver to @Room 246, 1st floor, Mofumahadi Manapo Mopeli Regional Hospital, Mampoi Street, Witsieshioek
FOR ATTENTION : Mr SR Makoko

DEPARTMENT OF TREASURY

The Free State Provincial Government is an equal opportunity affirmative action employer. It is our intention to promote representativity (race, gender and disability) in the Province through the filling of these posts and candidates whose appointment/promotion/transfer will promote representativity will receive preference.

APPLICATIONS : Applications, quoting the relevant reference, should be forwarded as follows:
 The Deputy Director: Human Resources Management, Free State Provincial Treasury, Private Bag X 20537, Bloemfontein, 9300 or applications that are hand delivered must be brought to the foyer of Fidel Castro Building where they must be placed in the appropriately marked box at: Security, ground floor, Fidel Castro Building, Cnr. Markgraaff and Miriam Makeba Streets, Bloemfontein.

FOR ATTENTION : Ms. L D Motloung, Fidel Castro Building, Tel No: (051) 405 4274

CLOSING DATE : 19 December 2022

NOTE : Applications must be submitted on the new Z.83 form (Updated version that came into effect on 1 January 2021), obtainable from any Public Service Department and must only be accompanied by a detailed Curriculum Vitae (Subjects of relevant qualifications should be mentioned in the CV). Applicants are requested to complete the Z83 form properly and in full. (Sections A, B, C and D are compulsory and Sections E, F and G do not need to be completed if a detailed CV covering the Sections is attached). The department, post name and reference number of the advertised post should be stated on the Z.83. Only short listed candidates will be required to submit certified copies of qualifications and other related documents on, or before the day of the interview following an invitation from the Department to attend an interview, and such qualification(s) and other related document(s) should be in line with the requirements of the advertisement. Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their applications are posted or hand delivered timeously. Candidates who possess foreign qualifications and/or short courses certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA). Candidates may also be subjected to a practical test. Suitable candidates will be subjected to personnel suitability checks (criminal record check, citizenship verification, financial assets check, qualification verification and reference checks). Applicants are respectfully informed that if no notification of appointment is received within 4 months of the closing date, they must accept that their applications were unsuccessful. The Department reserves the right not to make appointments on the advertised post(s).

OTHER POST

POST 46/459 : **ASSISTANT DIRECTOR: SECURITY SERVICES, ETHICS AND ANTI CORRUPTION MANAGEMENT REF NO: FSPT 036/22**

SALARY : R393 711 per annum, (Level 09), (a basic salary)

CENTRE : Bloemfontein

REQUIREMENTS : A bachelor's degree/Advanced diploma in Security Management or equivalent qualification with at least a minimum of three years' experience in the security management environment. Proof of registration with the Private Security Industry Regulatory Authority (PSIRA). Knowledge of the Access to Information Act, Public Finance Management Act, Treasury Regulations, Public Service

Act, Public Services Regulations (ethics management), National Information Security Policy, security management principles of security investigations and the vetting process. Must possess the following skills; written and verbal communication; planning, organizing-; problem solving- and persuasive skills. Computer literacy. A valid driver's license.

DUTIES

: Maintain and implement the Public Service Financial Disclosure framework. Maintain and implement the Departmental ethics, anti-corruption and security management strategies and policies. Coordinate internal information security processes. Conduct investigations on fraud and corruption. Provide advice on security management within the Provincial Treasury. Vetting of candidates for appointment in posts, service providers and identified employees in line with the Vetting Policy. Manage the Security Guards, Security Officer Supervisors and the Receptionist.

ENQUIRIES

: Mr. T P Petersen Tel No: (051) 403 3173