

**PROVINCIAL ADMINISTRATION: WESTERN CAPE
DEPARTMENT OF HEALTH AND WELLNESS**

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.

- APPLICATIONS** : Applications are submitted online via www.westerncape.gov.za/health-jobs (click "online applications")
- CLOSING DATE** : 08 March 2024
- NOTE** : No payment of any kind is required when applying for this post. Candidates will be subjected to security clearance, qualification verification, criminal records, credit records and previous employment checks prior to appointment. Candidates may have to undergo profiling assessments prior to appointment. 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 POST

- POST 06/128** : **SCIENTIST CANDIDATE (FORENSIC TOXICOLOGY)**
Chief Directorate: Emergency Clinical Services Support
(4 Year Contract)
- SALARY** : R598 062 per annum, (A portion of the package can be structured according to the individual's personal needs).
- CENTRE** : Division: Forensic Pathology Services
- REQUIREMENTS** : Minimum educational qualification: A recognized Bachelor of Science degree/BTech in toxicology, chemistry, pharmacology or a related science. Registration with a professional council: Registration with SACNASP as a candidate Natural Scientist. Competencies (knowledge/skills): Microsoft Office, statistical programs (e.g, SPSS). Analytical and Technical Skills: Chromatography, mass spectrometry, laboratory equipment, sample preparation. Quality Management Systems and ISO17025:2017. Research and scientific methods. Time management and productivity. Proactivity and accountability. Teamwork and collaboration. Adaptability and attention to detail. Good laboratory practice (GLP).
- DUTIES** : Laboratory support. Technical and scientific support. Administrative support, information management, and resource management. Quality Management System (QMS) support. Research and development.
- ENQUIRIES** : Ms B Davies Tel No: (021) 406 6026, Bronwen.davies@uct.ac.za

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** : 04 March 2024
- NOTE** : 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. Please ensure that you submit your application before the closing date as no late applications will be considered.

OTHER POST

<u>POST 06/129</u>	:	<u>BUDGET COORDINATOR: PROVINCIAL GOVERNMENT FINANCE REF NO: PT 06/2024</u>
<u>SALARY</u>	:	R811 560 per annum (Level 11), (all-inclusive salary package)
<u>CENTRE</u>	:	Provincial Treasury, Western Cape Government
<u>REQUIREMENTS</u>	:	3-year B-Degree/Advanced Diploma (equivalent or higher qualification); A minimum of 3 years middle management experience. Recommendation: Experience in the following: Management accounting field, expenditure analysis and report writing. Competencies: Knowledge of the following: Financial norms and standards (Public Finance Management Act, National Treasury regulations, Provincial Treasury Directives); Medium Term Expenditure Framework Budget process and procedures; Adjustments Estimate process and procedures; Basic accounting system and its structures; Appropriation accounts; Submissions to Accounting Officer, Ministers, Cabinet and Treasury; Relevant systems; Relevant legislation, directions and procedures with regard to financial administration; Public Finance Management Act (PFMA); Municipal Finance Management Act (MFMA); National Treasury Regulations (NTR's); Provincial Treasury Instructions (PTI's); Division of Revenue Act (DORA); Direct Charges Act; Inter-governmental Fiscal Relations Act; Appropriation Act as amended; Skills needed: Proven computer literacy; Presentation; Research and econometric.
<u>DUTIES</u>	:	Coordinating the main budget (EPRE) process for the province, including planning, assessing budget submissions, compiling the budget (printers' proof), drafting of the Bill and tabling of the main budget for the province; Coordinating the adjustment (AEPE) budget process for the province, including rollover applications, planning, assessing budget submissions, compiling the budget (printers proof), drafting of the Bill for the adjustment budget/s and tabling of the AEPE for the province; Coordinate, monitor and analyse the In-year budget spending performance of 3 departments/ votes; Management of staff.
<u>ENQUIRIES</u>	:	Ms M Nicholas Tel No: (021) 483 4896