

**PROFINCIAL ADMINISTRATION: GAUTENG
DEPARTMENT OF HEALTH**

<u>APPLICATIONS</u>	:	Applications should be submitted strictly online at the following E-Recruitment portal: http://jobs.gauteng.gov.za
<u>CLOSING DATE</u>	:	22 December 2025
<u>NOTE</u>	:	Kindly note that no payment of any kind is required when applying for posts advertised by the Gauteng Department of Health. The Department reserves the right not to fill any advertised posts. No hand-delivered, faxed, or emailed applications will be accepted. For assistance with online applications, please email your query to healthjobqueries@gauteng.gov.za . Applications should be accompanied by a fully completed and signed new Z83 form obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents . The new Z83 form must be fully completed and signed by the applicant. The following must be considered in relation to the completion of the Z83 by applicants: All the fields in Part A, Part C and Part D must be completed. Leave the following question blank if they are not in possession of such: "If your profession or occupation requires official registration, provide date and particulars of registration". Applications without proof of a new Z83 application form and a detailed CV will be disqualified. Applicants must indicate the post reference number on their applications. Shortlisted candidates will receive communication from the HR unit to submit certified copies of educational qualifications and other relevant documents not older than 6 months on or before the day of the interview. Personnel Suitability Checks (criminal checks, citizenship checks, qualification verification, company directorship, social media, financial record checks, reference checks) must be conducted prior to appointment. Candidates in possession of a foreign qualification must furnish the Department with an evaluation certificate from the South African Qualifications Authority (SAQA) only when shortlisted. Applicants with foreign qualifications remain responsible for ensuring that their qualifications are evaluated by the South African Qualifications Authority (SAQA). The recommended candidate may be subjected to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. The Medical Supplies. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. The Gauteng Department of Health is guided by the principles of Employment Equity. People with disabilities, Coloured Males and Females, Indian Males and Females, and White Males and Females are encouraged to apply.

OTHER POSTS

<u>POST 45/250</u>	:	<u>DEPUTY MANAGER PHARMACEUTICAL SERVICES CONTRACT</u> <u>MANAGEMENT REF NO: REFS/024111</u> Directorate: Contract Management
<u>SALARY</u>	:	R1 247 202 per annum, (all-inclusive package)
<u>CENTRE</u>	:	Medical Supplies Depot
<u>REQUIREMENTS</u>	:	B. Pharm or equivalent qualification. Current registration with the South African Pharmacy Council (SAPC) as a pharmacist. 7 years of appropriate experience in management/supervisory roles in the pharmaceutical preferably in the pharmaceutical supply chain. Specific experience in pharmaceutical procurement and/ contract management of more than 2 years is required. A postgraduate qualification in management will be added advantage. A good understanding of the relevant legislation, National Drug Policy, the Essential Drugs Programme, Public Finance Management Act, and Good Pharmacy Practice relating to pharmaceutical services. Good verbal and written communication and presentation skills. Sound leadership, analytical and computer proficiency. Proven problem-solving and project management experience, monitoring and evaluation and risk evaluation skills. Must be achievement-driven and self-motivated. Extensive knowledge of Pharmaceutical Services' approaches, policies, and procedures. In-depth knowledge and experience in the supervision of Pharmaceutical Services.

		Understanding of the PFMA, Medicines and Related Substances Act, and Pharmacy Act. Knowledge and understanding of the legislative prescripts governing the Public Service, Pharmacy Practice and Control of Medicines. Computer literacy. Excellent communication skills (verbal and written). Good team building, problem-solving solving and leadership skills. Knowledge and skills in managing quality improvement programmes. Sound knowledge and understanding of the mandate of the Medical Supplies Depot.
<u>DUTIES</u>	:	To perform the duties of a pharmaceutical supply chain manager in accordance with the PFMA, Medicines and Related Substances Act, Pharmacy Act, GPP and GWP. Ensure compliance with the procurement unit supply chain prescripts and other relevant legislation. Strengthen stakeholder and staff engagement to improve performance and service delivery. Facilitate the development and maintenance of internal control procedures to mitigate identified risks in the unit. Ensure the effective and efficient use of resources. Represent pharmaceutical services at relevant meetings and to serve on various committees and participate in relevant forums in the depot. Coordinate training programmes for Pharmacy assistants, Pharmacist Interns and other support personnel. Develop protocols, standard operating procedures, and guidelines for efficient and cost-effective pharmaceutical services. Supervise pharmacists and pharmacist assistants, maintain discipline and deal with grievances and Labour Relations issues in terms of the laid down procedures and policies, and implement the Performance Management and Development system. Compiling reports for submission to MSD management on a monthly and quarterly basis.
<u>ENQUIRIES</u>	:	Mr S Langa Tel No: (011) 628 9002
<u>POST 45/251</u>	:	<u>PHARMACIST ASSISTANT BASIC REF NO: REFS/02417 (X3 POSTS)</u> Directorate: Pharmaceutical Services - Warehouse
<u>SALARY</u>	:	R215 0123 per annum, plus benefits
<u>CENTRE</u>	:	Medical Supplies Depot
<u>REQUIREMENTS</u>	:	Grade 12 Certificate and qualification as a Basic Pharmacist Assistant. Active Registration as a Basic Pharmacist Assistant with the South African pharmacy council. Knowledge and experience in Warehousing, logistics, Supply chain Management, transportation, and the Hospital Pharmacy sector as well as computer literacy will be an added advantage.
<u>DUTIES</u>	:	Receiving of stock from suppliers according to standard operating procedures, Good Distribution Practice and Good Pharmacy practice standards: offloading trucks and moving stock into the appropriate quarantine area, moving of stock to storage areas and packing stock on correct shelves according to FEFO and FIFO. Stock rotation and participating in stock takes. Issuing of ordered stock according to scope of practice to Health Facilities in Gauteng Province. Moving of roll-trainers to the dispatch area.
<u>ENQUIRIES</u>	:	Ms. C Ramaphakela Tel No: (011) 628-9046

DEPARTMENT OF INFRASTRUCTURE DEVELOPMENT

The Department of Infrastructure Development is an equal opportunity, affirmative action employer. It is intended to promote representivity through the filling of these posts. The candidature of persons whose appointment/transfer/promotion will promote representivity will receive preference.

<u>APPLICATIONS</u>	:	To apply for the below position, please apply online at https://jobs.gauteng.gov.za . Only online applications will be considered and for general enquiries please contact Human Resource on 076 521 4118.
<u>CLOSING DATE</u>	:	22 December 2025
<u>NOTE</u>	:	In line with the Department's Employment Equity Plan, People with disabilities are encouraged to apply. Applicants must complete the online Z83 and attach a comprehensive Curriculum Vitae (CV). All other documents are submitted by shortlisted candidates). All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. Only shortlisted candidates will be requested to submit certified copies of qualifications not older than six (06) months, identity document and valid driver's license (where driving/travelling is an inherent requirement of the job). It is our intention to promote representivity (race, gender and disability) in the Public Service through the filling of this post and candidates whose transfer/promotion/appointment will promote representivity will receive

preference. It is the Department's intention to promote equity through the filling of all numeric targets as contained in the Employment Equity Plan. To facilitate this process successfully, an indication of race, gender and disability status is required. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). The Department reserves the right not to appoint. If you do not receive any response from us within 3 months, please accept your application was unsuccessful.

OTHER POSTS

<u>POST 45/252</u>	:	<u>ENGINEER PRODUCTION: ELECTRICAL GRADE A-C (X3 POSTS)</u>
<u>SALARY</u>	:	R879 342 - R1 323 267 per annum, (all-inclusive package). The package includes a basic salary (70% of package), and a flexible portion of 30% that may be structured in terms of applicable rules. Which includes state's contribution to the Government Employees Pension Fund (13% of basic salary). The offer is based on recognition of experience after obtaining registration. (Proof of recognized experience will be requested from the shortlisted candidates).
<u>CENTRE</u>	:	Head Office (Johannesburg): Chief Directorate: Education (Technical Portfolio Service) Ref No: REFS/024214 Directorate: Research and Green Technology Ref No: REFS/024215 Chief Directorate: Engineering Services Ref No: REFS/024216
<u>REQUIREMENTS</u>	:	An Engineering Degree in Electrical (B Eng / BSC (Eng) or equivalent qualification. A minimum of 3 years' post qualification experience in Engineering is required. Must be a registered as a Professional Engineer with ECSA. Must have a valid driver's license. Competencies: Public Service Act of 1994. Public Service Regulations, 2016. PFMA and Treasury Regulations. Provincial/Departmental SCM policies. Government Immovable Asset Management Act of 2007. National Building Standards Act of 1977 and Regulations. Occupational Health and Safety Act of 1993 and Regulations. Health Act, Regulations and Guidelines. National Environmental Management Act of 1998. Engineering Profession Act of 2000. Engineering design and analysis Programme and project management. Computer-aided engineering applications. Knowledge of legal compliance. Skills- Decision making, Team leadership, Analytical, Creativity, Self-management, Financial management, Customer focus and responsiveness, Communication, Computer literacy Conflict management, Problem solving, Research, Technical report writing and Networking.
<u>DUTIES</u>	:	Plan, design, operate and maintain engineering projects. Develop cost effective solutions according to standards. Evaluate existing technical manuals, standard drawings and procedures to incorporate new technology. Develop tender specifications. Ensure through evaluation that planning and design by others is done according to sound engineering works according to norms and standards and code of practice and approve engineering works according to prescribed norms and standards. Ensure training and development of technicians, technologists and candidate engineers to promote skills/knowledge transfer and adherence to sound engineering principles and code of practice. Supervise the engineering work and process and administer performance management and development. Manage resources and prepare and consolidate inputs for the facilitation of resource utilization. Ensure adherence to regulations and procedures for procurement and personnel administration. Monitor, control expenditure and service report on expenditure and service delivery.
<u>ENQUIRIES</u>	:	Ms. Sikelelwa Mboto at 076 942 4090/ 076 521 4118
<u>POST 45/253</u>	:	<u>ENGINEER PRODUCTION: STRUCTURAL/ CIVIL GRADE A-C REF NO: REFS/024218</u> Chief Directorate: Education, Infrastructure, Maintenance and Technical Portfolio Services: Portfolio Technical Services
<u>SALARY</u>	:	R879 342 - R1 323 267 per annum, (all-inclusive package). The package includes a basic salary (70% of package), and a flexible portion of 30% that may be structured in terms of applicable rules. Which includes state's

		contribution to the Government Employees Pension Fund (13% of basic salary). The offer is based on recognition of experience after obtaining registration. (Proof of recognized experience will be requested from the shortlisted candidates).
<u>CENTRE REQUIREMENTS</u>	:	Head Office (Johannesburg)
	:	An Engineering Degree in Structural/Civil (B Eng / BSC (Eng) or equivalent qualification. A minimum of 3 years' post qualification experience in Engineering is required. Must be a registered as a Professional Engineer with ECSA. Must have a valid driver's license. Competencies: Public Service Act of 1994. Public Service Regulations, 2016. PFMA and Treasury Regulations. Provincial/Departmental SCM policies. Government Immovable Asset Management Act of 2007. National Building Standards Act of 1977 and Regulations. Occupational Health and Safety Act of 1993 and Regulations. Health Act, Regulations and Guidelines. National Environmental Management Act of 1998. Engineering Profession Act of 2000. Engineering design and analysis Programme and project management. Computer-aided engineering applications. Knowledge of legal compliance. Skills- Decision making, Team leadership, Analytical, Creativity, Self-management, Financial management, Customer focus and responsiveness, Communication, Computer literacy Conflict management, Problem solving, Research, Technical report writing and Networking.
<u>DUTIES</u>	:	Plan, design, operate and maintain engineering projects. Develop cost effective solutions according to standards. Evaluate existing technical manuals, standard drawings and procedures to incorporate new technology. Develop tender specifications. Ensure through evaluation that planning and design by others is done according to sound engineering works according to norms and standards and code of practice and approve engineering works according to prescribed norms and standards. Ensure training and development of technicians, technologists and candidate engineers to promote skills/knowledge transfer and adherence to sound engineering principles and code of practice. Supervise the engineering work and process and administer performance management and development. Manage resources and prepare and consolidate inputs for the facilitation of resource utilization. Ensure adherence to regulations and procedures for procurement and personnel administration. Monitor, control expenditure and service report on expenditure and service delivery.
<u>ENQUIRIES</u>	:	Ms. Sikelelwa Mboto at 076 942 4090/ 076 521 4118
<u>POST 45/254</u>	:	<u>CHIEF ARTISAN GRADE A: ELECTRICAL/MECHANICAL REF NO: REFS/024212</u> Chief Directorate: Maintenance
<u>SALARY</u>	:	R455 223 - R729 783 per annum, (plus benefits)
<u>CENTRE</u>	:	Leratong Facility Maintenance Hub
<u>REQUIREMENTS</u>	:	An appropriate Trade Test Certificate. Minimum of 10 years' experience post qualification as an Artisan/Artisan Foreman (Proof of recognized experience will be requested for shortlisted applicants). Computer literacy. A valid driver's license. Competencies: Knowledge of the National Building Regulation and Building Standards Act No 103 of 1977, Regulations and Municipal Regulations, Promotion of Access to Information Act of 2000, Promotion of Administrative Justice Act of 2000. Government Immovable Asset Management Act of 2007 and Occupational Health and Safety Act of 1993 and Regulations Skills- Planning and organizing, verbal and written communication and computer literacy skills.
<u>DUTIES</u>	:	Manage technical personnel. Manage Division Meetings. Manage job assessments for the Division. Manage material requirements for the Division. Manage availability of tools and materials for the Division. Manage client interaction and relations. Manage scheduling of work. Manage the overall productivity of the Division. Manage the development of maintenance schedules Enforce compliance for the keeping of maintenance schedules and records. Undertake research and literature studies. Apply research findings in the work environment. Sign performance based on approved Job Descriptions, Strategic and Annual Performance Plans of the Department. Manage human resources and maintain discipline. Manage the provision of equipment required by personnel for achievement of outputs in their respective Job Descriptions. Manage skills transfer between personnel and outside technical assistants and/or consultants. Plan and allocate work responsibilities and processes to

		control work performance including quality assurance. Manage staff performance and Development.
<u>ENQUIRIES</u>	:	Ms. Sikelelwa Mboto at 076 942 4090/ 076 521 4118
<u>POST 45/255</u>	:	<u>ARTISAN PRODUCTION GRADE A-C: CARPENTER REF NO: REFS/024213</u> Directorate: Facilities Maintenance Services
<u>SALARY</u>	:	R243 597 – R408 048 per annum, (plus benefits). The offer is based on recognition of experience after a Trade test certificate. (Proof of recognized experience will be requested for shortlisted applicants).
<u>CENTRE REQUIREMENTS</u>	:	Head office An appropriate Trade Test Certificate. A minimum of 0-2 years of experience. A valid driver's License. Competencies: Knowledge of Public Service Legislation, Policies and Regulations. Knowledge of OHS Act. Knowledge of the Departmental policies, strategies and procedures. Computer-aided technical applications. Knowledge of legal compliance. Skills: Technical report writing. Problem solving and analysis. Decision making. Teamwork. Creativity. Analytical. Self-management. Communication and Computer skills. Planning and organising skills.
<u>DUTIES</u>	:	Produce designs according to client specifications and within limits of production capability. Produce objects with material and equipment according to job specifications and recognised standards. Render quality assurance of produced objects. Inspect equipment and/or facilities for technical faults. Repair equipment and facilities according to standards. Test repair equipment and/or facilities against specifications. Service equipment and/or facilities according to schedule. Render quality assurance of serviced and maintained equipment and/or facilities. Compile and submit reports. Provide inputs to the operational plan. Keep and maintain job record/register. Supervise and mentor staff. Keep up with new technologies and procedures for continuous individual development.
<u>ENQUERIES</u>	:	Ms. Sikelelwa Mboto at 076 942 4090/ 076 521 4118

PROVINCIAL TREASURY

It is the department's intention to promote equity through the filling of all numeric targets as contained in the Employment Equity Plan. To facilitate this process successfully, an indication of race, gender and disability status is required.

<u>APPLICATIONS</u>	:	Applications must be submitted on a duly New signed Z83 form, comprehensive CV only shortlisted candidates will submit certified documents. All applications should be emailed to Mohale.Ramahlo@gauteng.gov.za
<u>CLOSING DATE</u>	:	23 December 2025, at 00:00 midnight
<u>NOTE</u>	:	Applications must be submitted on new z83 form, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents . The Completed and signed form should be accompanied by a recently updated CV specifying all experience indicating the respective dates (MM/YY) as well as indicating three reference persons with the following information: name and contact number(s), email address and an indication of the capacity in which the reference is known to the candidate. The copies of qualifications, ID, drivers' license and relevant certificates need not be certified when applying for the post. Only shortlisted candidates will be required to submit certified documents on or before the interview date following communication from HR. Suitable candidates will be subjected to Personnel Suitability Checks (criminal record, citizen, credit record checks, qualification and employment verification). Confirmation of final appointment may be subject to a positive security clearance. All non-SA citizens must attach a certified proof of permanent residence in South Africa only when shortlisted. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Failure to submit all the requested documents will result in the application not being considered. SMS candidates will be required to undergo a Competency Assessment as prescribed by the DPSA. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. Gauteng Provincial Treasury (GPT) reserves the right to utilise practical exercises / tests for non-SMS positions and during the recruitment process (candidates who are

shortlisted will be informed accordingly) to determine the suitability of candidates for the post(s). GPT also reserves the right to cancel the filling / not to fill a vacancy that was advertised during any stage of the recruitment process. Prospective applicants must please use the new Z83 which is effective as at 01 January 2021, should an application be received using the incorrect application for employment (Z83) form, it will not be considered. You need to fill in all sections of this form completely, accurately and legibly.

OTHER POST

<u>POST 45/256</u>	:	<u>GAUTENG PROVINCIAL GOVERNMENT INVOICE RESOLUTION COMMITTEE MEMBER REF NO: 13/5/5</u> Term of office: The appointment is for a period of three (3) years subject to renewal at the discretion of the Department. The appointment will be supported by the Invoice Resolution Committee Charter and signing of a contract.
<u>SALARY</u>	:	GPG Invoice Resolution Committee Members will be remunerated in accordance with the Treasury Regulation 20.2.2, members of a Committee of Inquiry must be remunerated according to scales determined by the National Treasury. Members will be remunerated for preparation and attendance of meetings.
<u>CENTRE REQUIREMENTS</u>	:	Johannesburg Undergraduate qualification and a postgraduate qualification at the NQF level 8, recognized by SAQA in Law and Public/ Business Administration or related fields with these subjects Auditing, Accounting, Risk, Economics and Business Management 8-10 years' relevant experience in senior managerial level. public administration or finance, legal mediation, or financial management, legal advisory, financial Governance. Understanding of PFMA and Supplier Chain Management process Proven track record in dispute resolution, mediation, conflict and committee management. Required attributes and skills: Independence, integrity, reliability, good communication and interpersonal skills and leadership skills.
<u>DUTIES</u>	:	Provide guidance to the Executive, Accounting Officers, and Management regarding outstanding invoices and governance matters. Serve as an independent advisor to all GPG Departments on issues related to outstanding invoices, risk management, accounting policies, financial and non-financial information, effective governance, and compliance with applicable legislation and regulations. Adjudicate disputes concerning invoices between departments and service providers, and mediate conflicts involving departments, main contractors, and subcontractors. Participate as a member or chairperson of the invoice resolution committee. Attend meetings as necessary and remain flexible with scheduling. Perform duties in accordance with the approved Charter and review the adequacy and effectiveness of the Department's internal controls.
<u>ENQUIRIES</u>	:	Mr. Jafta Mhlomo/ Mr. Cecil Koeberg at 082 256 0860/ 083 955 7112