

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

<u>APPLICATIONS</u>	:	Please go to the website as indicated below to apply for this post. https://www.erecruitment.fs.gov.za
<u>CLOSING DATE</u>	:	19 November 2026
<u>NOTE</u>	:	It is the intention to promote representativity in the Department through the filling of these posts. The candidature of applicants from designated groups especially in respect of people with disabilities, women and youth will receive preference. A recent comprehensive, detailed Curriculum Vitae (CV) containing, inter alia, a complete chronological record of training, experience, competencies, and previous employment record as well as the names and telephone numbers of three persons willing to act as referees. Applicants are not required to submit copies of qualifications and other relevant documents on application. (Only shortlisted candidates will be required to submit certified documents). All shortlisted candidates will be subjected to personnel suitability checks on criminal records, citizenship verification, financial records, qualification verification and applicants could be required to provide consent for access to their social media accounts. Correspondence will be limited to shortlisted candidates only. Separate applications must be submitted for every vacancy. Failure to comply with the procedure outlined above, will lead to an application being rejected. Applicants who terminated their services with voluntary severance packages may not apply; salary progression on the salary scales is subject to performance assessment; The FSDoE reserves the right not to fill advertised positions. It is expected of candidates to be available for selection interviews on a date, time and place determined by the Free State Department of Education. It is the applicants' responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Non-RSA residents/permanent residents will submit proof only when shortlisted. Applicants are respectfully informed that if no notification of appointment is received within 4 months of the closing date, they must accept that their application has been unsuccessful. Introduction and general measures: NB: as of 1st July 2006, all new appointments in the public service have to be part of the Government Employee Medical Scheme (GEMS) in order to qualify for a Government Medical Subsidy. Correspondence will only be entered into with shortlisted applicants. Entry level requirement for SMS posts: In terms of the Directive on Human Resource Management and Development on Public Service Professionalisation Volume 1, a requirement for appointment into SMS posts is the successful completion of the Nyukela (Compulsory Pre-Entry Certificate for entry into the SMS) Senior Management Pre-Entry programme as endorsed by the National School of Government (NSG). The Course is available at the NSG under the name Certificate for entry into SMS and the full details can be obtained by following the below link: https://www.thensg.gov.za/training-course/sms-pre-entryprogramme/ . According to the Explanatory Guide on SMS Competency-Based Assessment, paragraph 5.1, All shortlisted candidates for SMS posts will be subjected to technical exercise and interview. Following the technical exercise and interview, a maximum of three (3) SMS candidates will undergo psychometric assessments to assess cognitive capabilities, behavioral preferences, emotional intelligence, and integrity. According to the Directive on Human Resource Management and Development on Public Service Professionalisation Volume 1, paragraph 1.32.1, all shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One must be a practical exercise, and the other must be an Integrity (Ethical Conduct) Assessment. Selection panels shall score both technical exercises as an additional criterion in the interview process.

MANAGEMENT ECHELON

<u>POST 39/253</u>	:	<u>DIRECTOR: EARLY CHILDHOOD CARE & EDUCATION DIRECTORATE</u> <u>REF NO: PS16/2026/01</u>
<u>SALARY</u>	:	R1 317 384 – R1 551 807 per annum (Level 13), an all-inclusive salary package. The total package includes 70% basic salary, a state contribution to the Government Employee Pension Fund and flexible portion that may be

structured in terms of the applicable guidelines. This appointment is subject to the signing of an Annual Performance Agreement and obtaining a security clearance.

**CENTRE
REQUIREMENTS**

: Bloemfontein, Head Office
:
: An applicable qualification at NQF level 7 as recognized by South African Qualifications Authority (SAQA). 5 Years of experience at a middle/senior managerial level. Valid Code B/EB Driver's license. Preference will be given to candidates with strong conceptual and formulation skills; strong leadership skills with specific reference to the ability to display thought leadership and co-ordination of complex applications; strong interpersonal skills; excellent verbal and written communication skills; outstanding planning, organizational and people management skills; computer literacy; a highly developed interpretative and conceptualization/ formulation ability; the ability to render advice and guidance in an objective and dedicated manner; The ability to multi-task, deal with ambiguity and manage under rapidly changing and pressurized circumstances; the ability to persuade and influence; the ability to lead and direct teams of professionals and service providers and ability to deal with complex situations.

DUTIES

: Ensure effective and efficient coordination and overall management of the Early Childhood Care & Education (ECCE) service in the province. To manage the implementation of strategic plan, Annual Performance Plan and the Operational Plan. To manage the performance of the unit in term of the Children's Act 38 of 2005 pertaining to partial care and Child Protection as well as the implementation of the National Curriculum Framework (NCF) and all other applicable legislations in the ECCE sector. Ensure proper financial management and coordination in the ECCE sector in line with the PFMA and related policies. Monitor and ensure timely transfer payments to ECDs. Ensure proper planning and coordination of professional development of Social Workers and ECCE practitioners in the ECD sector. To ensure that Partial care database/registers are in place and monitored. Ensure that all ECCE service is uploaded on the agreed upon Learner Management System. Ensure that capacity building support programs and training are conducted and monitored for ECCE management and governance and output assessed. Ensure that the district quarterly review sessions are arranged and guidance is provided on the expected outcomes. Ensure the expansion of the ECCE service within the province by providing the necessary support across the districts. Facilitate Inter-Sectoral Coordination to improve and better the ECCE service. Manage the provision of partial care facilities and programmes in the Free State. Manage the provision of Early Childhood Care and Education programmes. Develop and manage the implementation of norms and standards for Early Childhood Care & Education Centre's. Manage a comprehensive electronic information Management system. Manage funding of partial care and Early Childhood Care & Education facilities and programmes.

ENQUIRIES

: Mr. ET Montso Tel No: (051) 404 8426

DEPARTMENT OF HEALTH

APPLICATIONS

: Free State Provincial Department of Health utilises an e-Recruitment System (applicants must submit their applications via the online link <https://www.erecruitment.fs.gov.za>)

**CLOSING DATE
NOTE**

: 16 November 2026
:
: All applicants must login/register to apply for positions. The applicant's profile on the eRecruitment is equivalent to the newly approved Z83, and it is the responsibility of applicants to ensure their profiles are fully completed or their applications will not be considered, as per the DPSA Practice Note. Applicants should upload their curriculum vitae (CV) on the e-Recruitment system. (Please ensure is in PDF format & maximum size 3MB). The Curriculum Vitae should be specific regarding previous positions occupied and the start date and end date of the position(s) should be indicated. Accompanying relevant documentation required to be uploaded on the system such as copies of all qualifications including National Senior Certificate/Matric certificate, Driver's license, ID, etc., such documents need not be certified at point of application, however, certification will be required prior to attending the interview. 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. Successful completion of the Senior Management Pre-Entry Programme (Nyukela) is required for being considered for this SMS post prior to appointment. Enrolment for the course should be made on the NSG's website at <https://www.thensg.gov.za/trainingcourse/sms-pre-entry-programme>. 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 will be an integrity (ethical conduct) assessment. criterion in the interview process. Selection panels shall score both technical exercises as an additional criterion in the interview process. Selection panels shall score both technical exercises as an additional criterion in the interview process. 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 submitted online 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). The highest relevant qualification should be captured/listed as the first qualification on the e-recruitment profile. 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. Communication will be limited to short-listed candidates only. Suitable candidates will be subjected to personnel suitability checks (criminal record check, citizenship verification, financial assets check, qualification verification and reference checks). Applications must declare any pending criminal, disciplinary or any other allegations or investigations and/or record. The Department reserves the right not to make appointments on the advertised post(s). Free State Provincial Department of Health is compliant with the requirements of POPIA. 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.

OTHER POSTS

<u>POST 39/254</u>	:	<u>MEDICAL OFFICER GRADE 1-3 REF NO: H/M/36/2026</u>
<u>SALARY</u>	:	Grade 1: R1 041 402 – R1 121 241 per annum Grade 2: R1 188 255 – R1 297 089 per annum Grade 3: R1 375 245 – R1 713 534 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 REQUIREMENTS</u>	:	Katleho District Hospital Matric. Appropriate qualification that allows for registration with the HPCSA as Medical Practitioner (Independent Practice). Current annual registration with HPCSA. Grade 1: None after registration with HPCSA as Medical Practitioner in respect of South African qualified employees. 1 year relevant experience after registration as Medical Practitioner with recognised 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. Grade 2: A minimum of 5 years appropriate experience after registration with HPCSA as Medical Practitioner in respect of South African qualified employees. 6 years relevant experience after registration as Medical Practitioner with recognised 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. Grade 3: A minimum of 10 years appropriate experience after registration with HPCSA as Medical Practitioner in respect of South African qualified employees. 11 years relevant experience after registration as Medical Practitioner with recognised 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: Extensive knowledge on Public Service legislation, policies and procedures. Excellent communication skills (verbal, written, report writing, medico-legal reports).

		Good interpersonal skills as well as display of honesty, integrity and excellent work ethics.
<u>DUTIES</u>	:	Management of all medical conditions to ensure that a competent service is provided to all patients. Candidates will have to perform commuted overtime duties (compulsory & non-negotiable). Supervise junior staff in order to provide adequate medical care and to train them to be able to do key medical interventions. Consult patients on an outpatient basis to have optimal chronic disease management and good long term follow up. Briefing, informing and counselling patients and where appropriate relatives regarding prevention, treatment operative, complications and rehabilitation. Endeavour to become skilled in resuscitative measures and intensive care treatment to assure survival of critically ill-patients.
<u>ENQUIRIES</u>	:	Me. NPL Sithebe Tel No: (057) 212 9454
<u>POST 39/255</u>	:	<u>DENTIST GRADE 1-3 REF NO: H/D/17/2026</u>
<u>SALARY</u>	:	Grade 1: R1 011 516 - R1 121 241 per annum Grade 2: R1 188 255 - R1 297 089 per annum Grade 3: R1 375 245 - R1 713 534 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 REQUIREMENTS</u>	:	Itemoheng District Hospital
	:	Matric plus Appropriate qualification that allows registration with the Health Professional Council of South Africa (HPCSA) as a Dentist. Registration with a Health Professional Council of South Africa (HPCSA) as a Dentist. Experience: Grade 1: None after registration as a Dentist with the HPCSA in respect of SA qualified employee. Grade 2: Minimum of 7 years appropriate experience as Dentist after registration with the PHCSA as a Dentist. Grade 3: Minimum of 12 years appropriate experience as Dentist after registration with the HPCSA as a Dentist. Current registration 2026/2027). Valid driver's license (Code B/EB). Knowledge and Skills: Adhere to all departmental requirements and protocols. Excellent report writing, Clinical documents, record keeping and referral writing skills. Sound verbal and writing skills. Sound verbal and written communication skills. Good computer skills (MS Word, Excel and PowerPoint). Comply with National Core Standards and or ideal facility/clinic requirements as applicable and good time management. Clinical planning and follow up as needed. Ability to be flexible and innovative in response to differing client needs.
<u>DUTIES</u>	:	Provide leadership, governance and management in dental unit. Provide primary and secondary dental services to adults and secondary dental services to adults and children in PHC clinics delivering basic packages of oral care at outreach visit provision of effective control and management. Provision of effective stock control and management. Ensure quality health services as required by Ideal Clinic Standards, Infection Prevention Control, Occupational Health and Safety compliance standards.
<u>ENQUIRIES</u>	:	Me. N Pule at 083 233 8217
<u>POST 39/256</u>	:	<u>DENTIST GRADE 1-3 REF NO: H/D/18/2026</u>
<u>SALARY</u>	:	Grade 1: R1 011 516 - R1 121 241 per annum Grade 2: R1 188 255 - R1 297 089 per annum Grade 3: R1 375 245 - R1 713 534 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 REQUIREMENTS</u>	:	Lejweleputswa District
	:	Matric plus Appropriate qualification that allows registration with the Health Professional Council of South Africa (HPCSA) as a Dentist. Registration with a Health Professional Council of South Africa (HPCSA) as a Dentist. Current registration 2026/2027. Experience: Grade 1: None after registration as a Dentist with the HPCSA in respect of SA qualified employee. Grade 2: Minimum of 7 years appropriate experience as Dentist after registration with the PHCSA as a Dentist. Grade 3: Minimum of 12 years appropriate experience as Dentist after registration with the HPCSA as a Dentist. Valid driver's license (Code B/EB). Knowledge and Skills: Adhere to all departmental requirements and protocols. Excellent report writing, Clinical documents,

		record keeping and referral writing skills. Sound verbal and writing skills. Sound verbal and written communication skills. Good computer skills (MS Word, Excel and PowerPoint). Comply with National Core Standards and or ideal facility/clinic requirements as applicable and good time management. Clinical planning and follow up as needed. Ability to be flexible and innovative in response to differing client needs.
<u>DUTIES</u>	:	Provide leadership, governance and management in dental unit. Provide primary and secondary dental services to adults and secondary dental services to adults and children in PHC clinics delivering basic packages of oral care at outreach visit provision of effective control and management. Provision of effective stock control and management. Ensure quality health services as required by Ideal Clinic Standards, Infection Prevention Control, Occupational Health and Safety compliance standards.
<u>ENQUIRIES</u>	:	Me. NF Gigi Tel No: (057) 352 2706
<u>POST 39/257</u>	:	<u>DEPUTY DIRECTOR: ADMINISTRATION SUPPORT AND COORDINATION: REF NO: H/D/19/2026</u>
<u>SALARY</u>	:	R932 292 - R1 098 195 per annum, all -inclusive package consists of 75% basic salary and 25% flexible portion that be structured in terms of the applicable rules, Medical Aid (Optional) Employee must meet the prescribed requirements
<u>CENTRE REQUIREMENTS</u>	:	Corporate Office: Bloemfontein
	:	Matric plus Diploma in Management/Public Administration or equivalent at NQF level 6 as recognised by SAQA. A minimum of 3 years' experience at management level (ASD). Knowledge and Skills: Broad knowledge and understanding of the functional areas covered by the executive authority's portfolio. Working knowledge of the political and parliamentary processes in South Africa. Public service regulations (PSR)2016 as amended, Public service act (PSA), Public Finance Management Act, Labour Relations Act. Presentation, Planning and organizing, Time management, Communication, Computer literate, Financial management, Problem solving skills.
<u>DUTIES</u>	:	Develop, implement and maintain systems, registers and databases to monitor and manage the flow of documents to, from and within the office of the executive authority. Compile correspondence, submissions and cabinet memoranda as required. Study, edit and comment on submissions to be submitted to the executive authority for consideration. Manage the procurement and maintenance of equipment and administer the budget in the office of the executive authority. Manage logistical support in the office of the executive authority. Develop, implement and maintain a filing system for the office of the executive authority. Manage the registry of the office of the executive authority. Ensure that documents are classified in accordance with the MIS prescripts and are handled in accordance with their classification. Brief the Chief of Staff on matters with regard to the executive authority's portfolio on the agenda of Cabinet/executive council. Liaise with senior managers in the institutions within the executive authority's portfolio. Co-ordinate the activities of the executive authority's office. Manage the distribution of memoranda to Cabinet/executive council members. Manage the distribution of documents and submissions to the relevant legislature and standing/portfolio committees. Keep record of decisions of Cabinet/executive council and alert the Chief of Staff and executive authority of actions to be taken and due dates. General supervision of the employees in the office of the executive authority. Quality control of the work delivered by supervisees. Advise supervisees with regard to all aspects of the work. Serve as the formal disciplinary authority with regard to supervisees. Ensure that all supervisees are trained and developed to be able to deliver work of the required standard efficiently and effectively.
<u>ENQUIRIES</u>	:	Mr. M Mokhachane at 083 386 8333
<u>POST 39/258</u>	:	<u>DEPUTY DIRECTOR: MANAGERIAL ACCOUNTING REF NO: H/D/20/2026</u>
<u>SALARY</u>	:	R932 292 - R1 098 195 per annum, all -inclusive package consists of 75% basic salary and 25% flexible portion that be structured in terms of the applicable rules, Medical Aid (Optional) Employee must meet the prescribed requirements
<u>CENTRE REQUIREMENTS</u>	:	Thabo Mofutsanyana District
	:	Senior Certificate plus, Bachelor's Degree/ Advanced Diploma in Financial Management /Accounting or equivalent qualification at NQF level 7 as

		<p>recognized by SAQA. A minimum of 3 years related experience in management accounting at supervisory/management level (ASD). Knowledge and Skills: Knowledge of Labour Relations Act, Basic Conditions of Employment Act, Treasury Regulations issued in terms of the PFMA, Free State Provincial Revenue Act and Performance Management System. Public Finance Management Act (PFMA). Public Service Regulations (PSR). Policy analysis and development. People management, financial management, problem solving, planning and organising and time management. Team player, strategic planning, good communication, computer literacy, report writing skills. Facilitation, coordination, leadership, change and knowledge skills.</p>
<u>DUTIES</u>	:	<p>Monitor the policy and legislative framework to ensure that cognizance is taken of new developments. Develop and maintain policies and processes. Monitor cash flow and submit cash flow reports and plans as required. Monitor compliance with financial prescripts. Provide advice and guidance to role players on the use of forecasting. Planning – Ensure that information for planning purposes are collected and analysed properly. Budgeting – Manage, review, analyse and quality assure the budget preparation process. Reporting – Coordinate, review, analyse and quality assure the management accounting reporting processes. Ensure that information on the requirement for role-over requests are disseminated to responsibility and program managers. Ensure that all roll-over requests are considered, proposal developed submitted to the CFO for consideration. Ensure that the approved roll-overs are incorporated in the adjustments budgets. Assess the need for additional funds required from the adjustment estimates process through monitoring of expenditure trends. Ensure the assessment of expenditure trends and the development of proposals on the virement or shifting of funds. Maintenance of discipline. Management of performance and development. Undertake Human Resource and other related administrative functions. Establish implement and maintain efficient and effective communication arrangements. Develop and manage the operational plan of the sub-directorate and report on progress as required. Develop implement and maintain processes to ensure proper control of work. Compile and submit all required administrative reports. Serve on transverse task teams as required. Procurement and asset management. Planning and allocate work. Quality control of work delivered by employees. Functional technical advice and guidance.</p>
<u>ENQUIRIES</u>	:	Me. Mr Motaung at 083 3489 635
<u>POST 39/259</u>	:	<u>OPERATIONAL MANAGER PNB3: ADVANCED MIDWIFERY AND NEONATAL NURSING SCIENCE REF NO: H/O/12/2026</u>
<u>SALARY</u>	:	R720 819 – R821 454 per annum, plus, 13th Cheque, Housing Allowance, Medical Aid (Optional, Employee must meet the prescribed requirements.
<u>CENTRE</u>	:	Lejweleputswa District
<u>REQUIREMENTS</u>	:	<p>Senior Certificate, Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Registered Nurse in General Nursing. OR - A 4-year Bachelor Degree in Nursing (R174) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post-basic nursing qualification with a duration of at least 1 year, accredited with SANC in Advanced Midwifery and Neonatal Nursing Science. Current registration with the South African Nursing Council as a Professional Nurse (2026/2027). A minimum of 9 years' appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to the above must be appropriate / recognisable experience in the Advanced Midwifery and Neonatal Nursing Science after obtaining 1-year post-basic qualification in the Advanced Midwifery and Neonatal Nursing Science specialty. Skills and Knowledge: Computer literacy. Knowledge of Public Service Legislation, policies and procedures. Thorough knowledge of nursing care processes and procedures, nursing statutes, and other relevant legal frameworks such as: Nursing Act, Health Act, Occupational Health and Safety Act, Patient Rights Charter, Batho-Pele principles, etc. Knowledge of HR policies such as: Skills Development Act, Public Service Regulations, Labour Relations Act, Disciplinary Code and Procedure, Grievance Procedure.</p>
<u>DUTIES</u>	:	Coordination of optimal, holistic specialized nursing care provided within set standards and a professional/legal framework. Manage effectively the utilization and supervision of resources. Coordination of the provision of

effective training and research. Provision of Effective Support to Nursing Services. Effective utilization of resources (Human and Material) participation with training and research. Maintain professional growth/ethical standards and self-development. Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices and how to impact on service delivery. Ensure clinical nursing practices by the nursing team (unit) in accordance with the scope of practice and nursing standards as determine by the relevant health facility. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility. Demonstrate and basic understanding HR and financial policies and practices. Demonstrate effective communication with patients, supervisor, other health professionals and junior colleagues, including more complex report writing when required. Work as part of multi-disciplinary team at unit level to ensure good nursing care by the nursing team. Work effectively and amicable, at supervisory level, with persons of diverse intellectual, cultural, racial or religious differences. Able to manage own work, time and that of junior colleagues to ensure proper nursing services in the unit. Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensuring that the unit adheres to the principle of Batho Pele. Able to develop contact, build and maintain a network of professional relations in order to enhance service delivery. Demonstrate basic computer literacy as a support tool to enhance service delivery.

<u>ENQUIRIES</u>	:	Me. NF Gigi Tel No: (057) 352 2706
<u>POST 39/260</u>	:	<u>ASSISTANT MANAGER NURSING REF NO: H/A/43/2026</u>
<u>SALARY</u>	:	R693 096 - R778 185 per annum, plus, Cheque, Housing Allowance, Medical Aid (Optional, Employee must meet the prescribed requirements.
<u>CENTRE</u>	:	Katleho District Hospital
<u>REQUIREMENTS</u>	:	Matric, basic R425 (i.e. Diploma/Degree in Nursing) or 4 year Bachelor of Nursing (R174) or equivalent qualification that allows registration with South African Nursing Council as a Registered Nurse in General Nursing. Current registration with the South African Nursing Council (SANC) (2026/2027) Professional Nursing. A minimum of 8 years appropriate/ recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 3 years of the period referred to above must be appropriate/ recognizable experience at Management Level. Knowledge and Skills: Ability to work under pressure. Good communication skills. Computer Literacy. Knowledge of nursing care processes and procedures, nursing statutes and other relevant frameworks.
<u>DUTIES</u>	:	Delegate, supervise and co-ordinate the provision of effective and efficient patient care through adequate nursing care. Initiate and participate in health promotion to ensure consistent communication of relevant, accurate and comprehensive information on health care. Develop/establish and maintain constructive working relationships with nursing and other stakeholders (i.e. inter-professional, inter-sectoral and multi-disciplinary teamwork). Participate in the analysis, formulation and implementation of nursing guidelines, practices, standards and procedures. Manage Human Resources. Monitor and ensure proper utilization of financial and physical resources.
<u>ENQUIRIES</u>	:	Me. NPL Sithebe Tel No: (057) 212 9454
<u>POST 39/261</u>	:	<u>OPERATIONAL MANAGER PNA5 REF NO: H/O/13/2026</u>
<u>SALARY</u>	:	Grade 1: R571 161 – R 654 285 per annum Grade 2: R661 572 – R752 913 per annum plus, 13th Cheque, Housing Allowance, Medical Aid (Optional, Employee must meet the prescribed requirements.
<u>CENTRE</u>	:	Bongani Regional Hospital
<u>REQUIREMENTS</u>	:	Senior Certificate, Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Registered Nurse in General Nursing. OR - A 4-year Bachelor Degree in Nursing (R174) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Minimum of 7 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Current registration with SANC (2026/2027). Knowledge And Skills: Knowledge, Skills training and competencies required: thorough knowledge of nursing care processes and

		procedures, nursing statutes, and other relevant legal frameworks, such as: - Nursing Act, Health Act, Patient Right Charter, Batho Pele principles, Public Service Regulations, Disciplinary Code and Procedures in the Public Service. Ability to interact with diverse stakeholders and health care users and givers. Good communication, report writing, facilitation, coordination, liaison, Information, planning and organizing and computer literacy skills.
<u>DUTIES</u>	:	Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practises and how this impact on service delivery. Ensure clinical nursing practice by the nursing team (unit) in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility. Demonstrate a basic understanding of HR and financial policies and demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues, including more complex report writing when required. Work as part of a multidisciplinary team at unit level to ensure good rising care by the nursing team. Work effectively and amicably, at a supervisory level, with persons of diverse intellectual, cultural, racial or religious differences. Able to manage own work, time and that of junior colleagues to ensure proper nursing service in the unit. Display a concern for patients, promoting, advocating and facilitating proper treatment and care and ensuring that the adheres to the principles of Batho Pele. Able to develop contacts, build and maintain a network of professional relations in order to enhance service delivery. Demonstrate basic computer literacy as a support tool to enhance service delivery.
<u>ENQUIRIES</u>	:	Mr. T Tsoho Tel No: (057) 916 8285
<u>POST 39/262</u>	:	<u>CLINICAL PROGRAMME COORDINATOR PNA5 CLINICAL EDUCATION AND TRAINING UNIT (CETU) REF NO: H/C/27/2026</u>
<u>SALARY</u>	:	Grade 1: R571 161 – R654 285 per annum Grade 2: R661 572 – R752 9130 per annum plus, 13th Cheque, Housing Allowance, Medical Aid (Optional, Employee must meet the prescribed requirements.
<u>CENTRE REQUIREMENTS</u>	:	Bongani Regional Hospital
	:	Senior Certificate, Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Registered Nurse in General Nursing. OR - A 4-year Bachelor Degree in Nursing (R174) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A maximum of 7 years appropriate or recognizable experience in nursing after registration with South African Nursing Council (SANC) as a Professional Nurse in general nursing. An accredited post basic qualification (at least 1 year) in Nursing Education. Current registration with the South African Nursing Council (2026/2027). Knowledge and Skills: Computer literacy and statistics. Knowledge of the relevant Health Legislation and policies, ability to collect and analyse data, leadership in planning, organising, coordination, and communication skills, ability to take charge and make appropriate independent decisions. Research skills to advise hospital management, responsiveness, pro-activeness and professionalism, accuracy, flexibility, initiative, co-operation, team-player, supportive and assertive.
<u>DUTIES</u>	:	Coordinates the clinical orientation, teaching, learning, assessment, mentoring, and support of student nurses and staff development. Clinical teaching and learning: coordinate work-integrated learning (WIL), day-to-day bedside accompaniment, clinical supervision, and simulation preparation for student nurses. Student and staff orientation: manage onboarding, orientation, and induction programs for newly placed student nurses, graduate nurses, and clinical staff. Skills audits and gap analysis: identify learning and competency gaps among nursing staff and students, and design relevant in-service training plans. Preceptorship and mentorship: support and coordinate clinical preceptors and mentors across hospital wards to ensure proper student-to-staff guidance ratios. Assessments and competency evaluation: conduct continuous clinical competence assessments, review professional practice files, and track student learning contracts. Compliance and quality assurance: ensure adherence to SANC (South African Nursing Council) standards, accreditation requirements, and Office of Health Standards Compliance (OHSC) protocols. Reporting and administration: compile monthly, quarterly, and annual

		operational reports on CETU activities, training records, and student progress for hospital and nursing college management.
<u>ENQUIRIES</u>	:	Mr. T Tsoho Tel No: (057) 916 8285
<u>POST 39/263</u>	:	<u>CLINICAL PROGRAMME COORDINATOR PNA5: (HAST) REF NO: H/C/28/2026</u>
<u>SALARY</u>	:	Grade 1: R571 161 – R654 285 per annum Grade 2: R661 572 – R752 913 per annum plus, 13th Cheque, Housing Allowance, Medical Aid (Optional, Employee must meet the prescribed requirements.
<u>CENTRE REQUIREMENTS</u>	:	Bongani Regional Hospital Senior Certificate, Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Registered Nurse in General Nursing. OR - A 4-year Bachelor Degree in Nursing (R174) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A minimum of 7 years of appropriate or recognisable experience in nursing after registration with SANC as a Professional Nurse in general nursing. Training in HIV/AIDS management; NIMART & wide experience in HIV, AIDS, STI's and TB programme. Current registration with SANC (2026/2027). Knowledge and Skills: Computer literacy and statistics. Knowledge of the relevant health legislation and policies. Ability to collect and analyse data. Leadership in planning, organising, coordination, and communication skills. Ability to take charge and make appropriate independent decisions. Research skills to advise hospital management. Strong ability to build and work as a team member. Good communication skills and intersectoral collaborations. Strong management and leadership skills. Ability to analyse data and quality assessment.
<u>DUTIES</u>	:	Provide operational direction for the HIV, AIDS, STI's and TB (HAST) programme in the hospital. Implementation of strategies aimed at behavioural change in reducing infections and retention of patients to care. Implement HAST programme according to the strategic plans. Provide programme technical and clinical support to the health care facilities and stakeholders. Implementation of all HAST programs in the hospital and monitoring thereof. Management of HAST multidisciplinary team and stakeholder coordination. Analyse and manage HIV/AIDS, STI's and TB (HAST) to strengthen programme implementation. Undertake ward rounds and or hospital support visits and audits to ensure programme compliance. Lead health and wellness events that seek to influence behavioural change.
<u>ENQUIRIES</u>	:	Mr. T Tsoho Tel No: (057) 916 8285
<u>POST 39/264</u>	:	<u>PROFESSIONAL NURSE SPECIALTY: ADVANCED MIDWIFERY AND NEONATAL NURSING SERVICE, PEDIATRIC NURSING SERVICE, INTENSIVE CARE NURSING SERVICE, OPERATING THEATRE NURSING, TRAUMA AND EMERGENCY NURSING SERVICE, ORTHOPEDIC NURSING SCIENCE. (PNB1-2) REF NO: H/P/35/2026 (X3 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R495 423 – R581 931 per annum Grade 2: R607 350 – R752 913 per annum plus, 13th Cheque, Housing Allowance, Medical Aid (Optional, Employee must meet the prescribed requirements.
<u>CENTRE REQUIREMENTS</u>	:	Bongani Regional Hospital Senior Certificate, Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Registered Nurse in General Nursing. OR - A 4-year Bachelor Degree in Nursing (R174) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A minimum of 4 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. Current registration with the South African Nursing Council (SANC) (2026/2027). A post-basic nursing qualification, with a duration of at least 1 year accredited with the South African Nursing Council (SANC) in any one of the following specialties: Advanced Midwifery and Neonatal Nursing Service, Pediatric Nursing Service, Intensive Care Nursing Service, Operating Theatre Nursing, Trauma and Emergency Nursing Service, Orthopedic Nursing Science. Knowledge and Skills: Good

		communication skills and interpersonal relations. Ability to work under pressure. Computer Literacy.
<u>DUTIES</u>	:	Demonstrate an understanding of nursing legislation and related legal and ethical nursing practises. Perform a clinical nursing practice in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility. Demonstrate effective communication with patients, supervisors and other clinicians, including report writing when required. Work as part of the multi-disciplinary team to ensure good nursing care. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Able to plan and organise own work and that of support personnel to ensure proper nursing care. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patients needs, requirements and expectations (Batho Pele). Work as part of the multidisciplinary team to ensure good nursing care. Work effectively, co-operatively amicably with persons of diverse intellectual, cultural, racial or religious differences. Able to plan and organise own work and that of support personnel to ensure proper nursing care. Display a concern for patients, promoting and advocating proper treatment and care including awareness and willingness to respond to patient's needs, requirements and expectations (Batho Pele).
<u>ENQUIRIES</u>	:	Mr. T Tsoho Tel No: (057) 916 8285
<u>POST 39/265</u>	:	<u>ASSISTANT DIRECTOR: LABOUR RELATIONS REF NO: H/A/43/2026</u>
<u>SALARY</u>	:	R487 197 - R573 897 per annum, plus, 13th Cheque, Housing Allowance, Medical Aid (Optional, Employee must meet the prescribed requirements.
<u>CENTRE</u>	:	Thabo Mofutsanyana District
<u>REQUIREMENTS</u>	:	Senior Certificate plus, recognised Degree (NQF 7) in Labour Law/ Labour Relations or equivalent qualification as recognised by SAQA. A minimum of 3 years' experience in conducting misconduct investigations; handling of grievances & conciliation and arbitration on supervisory level. Knowledge and Skills: Labour Relations Legislation, processes of labour relation matters, general working conditions within the Public Service. Knowledge of the Public Service, processes of the CCMA, PSCBC, GPSSBC and interpretation of Policies and Collective Agreement. Computer literacy, good communication skills, facilitation skills, conflict resolution skills, analytical skills, interpretation skills, training skills, presentation skills, negotiation skills, organising skills and interpersonal relationship skills
<u>DUTIES</u>	:	Assist with the development of labour relation policies. Coordinate/ conduct investigation on misconduct and grievance cases to advise appropriately thereon. Advise management on all labour relations matters in order to minimise unfair labour practices. Represent the Department in bilateral discussions with organised labour unions. Perform and manage administrative and related functions. Manage resources to ensure that the objectives of the component are achieved.
<u>ENQUIRIES</u>	:	Me. Mr Motaung at 083 3489 635
<u>POST 39/266</u>	:	<u>PHYSIOTHERAPIST GRADE 1-3 REF NO: H/P/36/2026 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1: R413 121 – R472 359 per annum Grade 2: R482 499 – R550 389 per annum Grade 3: R564 822 – R683 808 per annum plus, 13th Cheque, Housing Allowance, Medical Aid (Optional, Employee must meet the prescribed requirements.
<u>CENTRE</u>	:	Bongani Regional Hospital
<u>REQUIREMENTS</u>	:	Grade 12 and BCS in Physiotherapy or appropriate qualification that allows registration with the Health Professional Council of South Africa (HPCSA) as a Physiotherapy. Grade 1: Requires No experience after registration with HPCSA. Grade 2: Requires ten (10) years minimum experience with HPCSA in a relevant profession. Grade 3: Requires twenty (20) years minimum experience after registration with the HPCSA (2026/2027). Knowledge and Skills: Sound interpersonal and communication skills. Ability to work in a multidisciplinary environment. Ability to work under pressure. Good communication and interpersonal relation skills. Ability to work under pressure. Computer literacy will be an added advantage.

<u>DUTIES</u>	:	Assessment and treatment of in-patient and out-patient and external stakeholders in adherence to scope of practice. Assist in the department administrative activities, quality assurance and evidence based programs. Contribute positively towards the development and growth of the physiotherapy department. Perform clinical supervision of physiotherapy students. Participate in professional departments programs. The candidate should be willing to rotate and be involved in various area related to physiotherapy and perform overtime duties over the weekends.
<u>ENQUIRIES</u>	:	Mr. T Tsoho Tel No: (057) 916 8285
<u>POST 39/267</u>	:	<u>LABOUR RELATIONS OFFICER REF NO: H/L/3/2026</u>
<u>SALARY</u>	:	R338 106 - R398 277 per annum, plus 13th Cheque, Housing Allowance, Medical Aid (Optional, Employee must meet the prescribed requirements.
<u>CENTRE</u>	:	Thabo Mofutsanyana District
<u>REQUIREMENTS</u>	:	Senior Certificate plus, recognized Diploma (NQF 6) in Labour Law/ Labour Relations or equivalent qualification as recognised by SAQA. No experience is required. Knowledge and Skills: Labour Relations Legislation. Processes of labour relation matters. Computer literacy, good communication skills, facilitation skills, conflict resolution skills, analytical skills, presentation skills, negotiation skills, organising skills and interpersonal relationship skills. Knowledge of the Public Service Processes of the CCMA, PSCBC and GPSSBC.
<u>DUTIES</u>	:	Preliminary investigate misconduct cases, grievances and disputes. Report on outcome of preliminary investigations of labour relation matters. Implement misconduct procedures. Implement grievance procedures. Implement dispute procedures. Advise on disciplinary procedures. Advise on grievance procedures. Advise on dispute procedures. Update labour relation information on the system. Report progress on a monthly basis. Maintain the disciplinary filing system. Report on strike actions. Compile and distribute the agenda to the relevant members. Distribute the minutes of the previous meeting. Draft minutes of the meeting in line with discussions and decisions.
<u>ENQUIRIES</u>	:	Me. Mr Motaung at 083 3489 635
<u>POST 39/268</u>	:	<u>SENIOR HUMAN RESOURCE OFFICER REF NO: H/S/11/2026</u>
<u>SALARY</u>	:	R338 106 - R398 277 per annum, plus 13th Cheque, Housing Allowance, Medical Aid (Optional, Employee must meet the prescribed requirements.
<u>CENTRE</u>	:	Thabo Mofutsanyana District Office
<u>REQUIREMENTS</u>	:	Senior Certificate, plus Diploma in Human Resource Management or related areas qualification at NQF 6 as recognised by SAQA. A minimum 3 years' experience in HR environment. Relevant PERSAL Certificates. Knowledge and Skills: Working knowledge and understanding of the legislative framework governing the Public Service. Public Service Regulation 2016, as amended and Public Finance Management Act. Computer literacy, planning and organisation. Good communication (verbal and written). Team work, flexibility and responsibility.
<u>DUTIES</u>	:	Supervise and undertake the more complex implementation and maintenance of human resource administration practices: HR Provisioning (Recruitment and Selection, appointments, transfer, verification of qualifications, secretariat functions at interviews, absorptions, probationary periods etc.). Implement conditions of service and service benefits (Leave, Housing, Medical, Injury on Duty, Long Service Recognition, overtime, relocation, Pension, allowances etc.). Termination of service. Recommend (approve) transactions on PERSAL according to delegations. Performance Management. Prepare reports on human resource administration issues and statistics. Handle human resource administration enquiries. Allocate and ensure quality of work Personnel development.
<u>ENQUIRIES</u>	:	Me. Mr Motaung at 083 3489 635
<u>POST 39/269</u>	:	<u>PROFESSIONAL NURSE (PNA2) REF NO: H/P/37/2026 (X1 POST)</u>
<u>SALARY</u>	:	Grade 1: R324 384 - R382 107 per annum Grade 2: R396 132 - R466 623 per annum Grade 3: R476 367 - R610 662 per annum plus, Cheque, Housing Allowance, Medical Aid (Optional, Employee must meet the prescribed requirements.

<u>CENTRE REQUIREMENTS</u>	:	Katleho District Hospital
	:	Senior Certificate, Basic R425 qualification (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Registered Nurse in General Nursing. OR - A 4-year Bachelor Degree in Nursing (R174) that allows registration with the South African Nursing Council (SANC) as a Professional Nurse Grade 1: Experience: None after registration with the SANC as Professional Nurse. Grade 2: A minimum of 10 years after registration with the SANC as Professional Nurse. Grade 3: A minimum of 20 years after registration with the SANC as Professional Nurse. Knowledge and Skills: Ability to work under pressure; Good communication (Written and Verbal); Good interpersonal relations; Professionalism; Confidentiality and basic computer literacy.
<u>DUTIES</u>	:	Demonstrate an understanding of nursing legislation and related legal and ethical nursing practices. Implement a comprehensive nursing care plan/program for the promotion of health, self-care, treatment and rehabilitation of patients. Implement standards, practices, criteria and indicators for quality nursing (quality of practice). Maintain a plan to improve the quality of nursing and health care. Actively engage in the educational and training of students in the health care system. Practice nursing and health care in accordance with the laws and regulations relevant to nursing health care. Protect and advocate rights of patients regarding health care. Implement patient care standards, policies and procedures. Maintain a constructive working relationship with nursing and other stakeholders. Disseminate information on epidemics, nutritional disease, maternal and infant morbidity and mortality and other common diseases. Communicate with the multi-disciplinary health teams, organisations and special interest groups when dealing with community health issues and needs. Utilise human, material and physical resources efficiently and effectively
<u>ENQUIRIES</u>	:	Me. NPL Sithebe Tel No: (057) 212 9454
<u>POST 39/270</u>	:	<u>ARTISAN PRODUCTION: WELDING AND ELECTRICITY REF NO: H/A/44/2026 (X2 POSTS)</u>
<u>SALARY</u>	:	Grade A: R253 341 - R281 172 per annum Grade B: R297 249 - R301 707 per annum Grade C: R345 342 - R424 371 per annum plus 13th Cheque, Housing Allowance, Medical Aid (Optional, Employee must meet the prescribed requirements.
<u>CENTRE REQUIREMENTS</u>	:	Thabo Mofutsanyana District Office
	:	Grade 12 or equivalent qualification with no experience. Appropriate Trade Test Certificate (Fitter). A complete apprentice and proof of passing a trade test in terms of the Section 13(2)(h) of 1981, of the Manpower Act, 1981 as amended or a certificate issued under provisions of Section 28 or 30 of the Manpower Act, 1981, as amended or issued under the provisions of the repealed Section 27 of the Act referred to. Valid drivers licence. Knowledge And Skills: Knowledge of the Occupational Health & Safety Act, 1993 (Act No. 85 of 1993) (OHS Act). Computer Literacy. Excellent time management, Communication (written and verbal), good interpersonal skills with colleagues and other departments and report writing skills.
<u>DUTIES</u>	:	Produce designs according to client specification and within limits of production capability. Produce objects with material and equipment according to job specification and recognized standards. Quality assurance of produced objects and inspect equipment and or facility for technical faults. Repair equipment and facility defects according to standards. Test and repair equipment and machinery in the facility in terms of the specifications. Service equipment and machinery in the facility according to maintenance plan schedule. Quality assure serviced and maintained equipment in the facility. Compile and submit reports. Provide inputs to the operational plan. Keep and maintain job records/register, supervise and mentor staff. Continuous individual development to keep up new technologies and procedure.
<u>ENQUIRIES</u>	:	Me. Mr Motaung at 083 3489 635
<u>POST 39/271</u>	:	<u>REGISTRY CLERK</u>
<u>SALARY</u>	:	R237 453 - R279 708 per annum, plus 13th Cheque, Housing Allowance, Medical Aid (Optional, Employee must meet the prescribed requirements.
<u>CENTRE</u>	:	Thabo Mofutsanyana District Office

<u>REQUIREMENTS</u>	:	A grade 12 certificate or equivalent as recognised by SAQA. No experience required. Knowledge and Skills: Computer, Planning and organising, Language, Computer literate, Good verbal and written communication skills. Communication, Interpersonal Relations. Flexibility, Teamwork. Public service regulations (PSR)
<u>DUTIES</u>	:	Attend to clients. Handle telephonic and other enquiries received. Receive and register hand delivered mail/files. Receive all mail. Sort, register and dispatch mail · Distribute notices on registry issues. Opening and close files according to record classification system. Filing/storage, tracing (electronically/manually) and retrieval of documents and files. Complete index cards for all files. Open and maintain Franking machine register. Frank post, record money and update register on a daily basis. Undertake spot checks on post to ensure no private post is included. Lock post in postbag for messengers to deliver to Post Office. Open & maintain remittance register. Record all valuable articles as prescribed in the remittance register. Hand delivers and signs over remittances to finance. Send wrong remittances back to sender via registered post and record reference number in register. Keep daily record of amount of letters franked. Electronic scanning of files. Sort and package files for archives and distribution. Compile list of documents to be archived and submit to the supervisor. Keep records for archived documents
<u>ENQUIRIES</u>	:	Me. Mr Motaung 083 3489 635
<u>POST 39/272</u>	:	<u>STAFF NURSE GRADE 1-3 REF NO: H/S/9/2026 (X15 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R229 440 – R260 520 per annum Grade 2: R272 778 – R310 890 per annum Grade 3: R319 071 – R397 392 per annum plus, 13th Cheque, Housing Allowance, Medical Aid (Optional, Employee must meet the prescribed requirements.
<u>CENTRE REQUIREMENTS</u>	:	Bongani Regional Hospital
	:	Senior certificate/ Grade 12 or equivalent qualification. A qualification that allows registration with SANC as a Staff Nurse. Registration with SANC as an Enrolled Nurse. Grade 1: No experience required. Grade 2: A minimum of 10 years appropriate/recognizable experience in nursing after registration with SANC as an Staff Nurse. Grade 3: A minimum of 20 years appropriate/recognisable experience in nursing after registration with the SANC as Staff Nurse. Knowledge and Skills: Candidate must have basic communication and writing skills. Be able to function as part of the multi-disciplinary team. Good communication and interpersonal relation skills. Knowledge of nursing care standards, Nursing Act and Public Service Regulation 2016, as amended Ability to work under pressure. Computer literacy will be an added advantage.
<u>DUTIES</u>	:	Measure, interpret and record vital signs. Assist professional nurses with clinical procedures (i.e administering of intramuscular injections). Willing to rotate through department and work night duty. Maintain professional growth/ ethical standards and self-development. work as part of a multidisciplinary team and support the managers to ensure quality nursing care. Display a concern for patients, Ensure maintenance of patient hygiene. Sustain nutritional status of patient. Facilitate the mobility of patients. Facilitate the elimination processes. Preparation of patients for diagnostic and surgical procedures. Order stock and equipment in a cost effective manner. Operate all relevant apparatus and equipment.
<u>ENQUIRIES</u>	:	Mr. T Tsoho Tel No: (057) 916 8285
<u>POST 39/273</u>	:	<u>STAFF NURSE REF NO: H/S/10/2026 (X2 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R229 440 - R2556 671 per annum Grade 2: R272 778 - R306 294 per annum Grade 3: R319 071 - R391 515 per annum plus, Cheque, Housing Allowance, Medical Aid (Optional, Employee must meet the prescribed requirements.
<u>CENTRE REQUIREMENTS</u>	:	Katleho District Hospital
	:	Senior certificate/ Grade 12 or equivalent qualification. A qualification that allows registration with SANC as a Staff Nurse. Registration with SANC as an Enrolled Nurse. Grade 1: No experience required. Grade 2: A minimum of 10 years appropriate/recognizable experience in nursing after registration with SANC as an Staff Nurse. Grade 3: A minimum of 20 years

		appropriate/recognisable experience in nursing after registration with the SANC as Staff Nurse. Knowledge And Skills: Candidate must have basic communication and writing skills. Be able to function as part of the multi-disciplinary team. Good communication and interpersonal relation skills. Knowledge of nursing care standards, Nursing Act and Public Service Regulation 2016, as amended Ability to work under pressure. Computer literacy will be an added advantage.
<u>DUTIES</u>	:	Measure, interpret and record vital signs. Assist professional nurses with clinical procedures (i.e administering of intramuscular injections). Willing to rotate through department and work night duty. Maintain professional growth/ ethical standards and self-development. work as part of a multidisciplinary team and support the managers to ensure quality nursing care. Display a concern for patients, Ensure maintenance of patient hygiene. Sustain nutritional status of patient. Facilitate the mobility of patients. Facilitate the elimination processes. Preparation of patients for diagnostic and surgical procedures. Order stock and equipment in a cost effective manner. Operate all relevant apparatus and equipment.
<u>ENQUIRIES</u>	:	Me. NPL Sithebe Tel No: (057) 212 9454
<u>POST 39/274</u>	:	<u>NURSING ASSISTANT REF NO: H/N/3/2026 (X6 POSTS)</u>
<u>SALARY</u>	:	Grade 1: R181 230 - R207 225 per annum Grade 2: R211 401 – R239 922 per annum Grade 3: R249 141 – R310 890 per annum plus, 13th Cheque, Housing Allowance, Medical Aid (Optional, Employee must meet the prescribed requirements.
<u>CENTRE REQUIREMENTS</u>	:	Katleho District Hospital
	:	Basic qualification that allows registration with the SANC as Nursing Assistant. Experience: Grade 1: Non after registration with SANC. Grade 2: A minimum of 10 years appropriate/recognisable experience after registration with the SANC as Nursing Assistant. Grade 3: A minimum of 20 years appropriate/recognisable experience after registration with the SANC as Nursing Assistant. Current registration with SANC (2026/2027). Knowledge and Skills: Demonstrate elementary communication with patients. Knowledge of nursing care standards, Nursing Act and Public Service Regulation 2016, as amended.
<u>DUTIES</u>	:	Assist patients with activities of daily living (physical care). Maintain hygiene of patients. Provide nutrition. Assist with mobility. Assist with elimination processes. Provide elementary clinical nursing care. Measure, interpret and record vital signs. Operate all relevant apparatus and equipment. Assist professional nurses with clinical procedures (i.e. administering of oral medication). Preparation of patients for diagnostic and surgical procedures. Maintain professional growth/ ethical standards and self development. To maintain the code of conduct as required in the Public Service and by the Professional Body.
<u>ENQUIRIES</u>	:	Me. NPL Sithebe Tel No: (057) 212 9454
<u>POST 39/275</u>	:	<u>DRIVER</u>
<u>SALARY</u>	:	R170 226 - R200 523 per annum, plus 13th Cheque, Housing Allowance, Medical Aid (Optional, Employee must meet the prescribed requirements.
<u>CENTRE REQUIREMENTS</u>	:	Thabo Mofutsanyana District Office
	:	A grade 10 or equivalent qualification as recognised SAQA. Valid motor vehicle license as well as valid public driving permit. A minimum of 7 months driving experience. Knowledge and Skills: Knowledge of public service ethics and departmental transport. Ability to comply with driver's responsibility according to Treasury and PFMA. Good interpersonal relations, loyal, commitment, time management and accountability.
<u>DUTIES</u>	:	Drive light and medium motor vehicles to transport passengers and deliver other items (mail and documents). Do routine maintenance on the allocated vehicle and reports defects timely. Complete all the required and prescribed records and log books with regard to the vehicle and the goods handled. Render a clerical support/messenger service in the relevant office.
<u>ENQUIRIES</u>	:	Me. Mr Motaung at 083 3489 635

<u>POST 39/276</u>	:	<u>SECURITY OFFICER REF NO: H/S/12/2026</u>
<u>SALARY</u>	:	R170 226 - R200 523 per annum, plus 13th Cheque, Housing Allowance, Medical Aid (Optional, Employee must meet the prescribed requirements.
<u>CENTRE</u>	:	Thabo Mofutsanyana District Office
<u>REQUIREMENTS</u>	:	Basic Education and Training (NQF level 3). Basic security officer's course. Grade D registration with PSIRA. No experience required. Knowledge and Skills: Knowledge and skills: Knowledge of access control procedure. Knowledge of measure of control and movement of equipment & stores. Prescribes security procedures. e.g. MIS, NISA, Protection of Information Act, Emergency Procedures. Communication skills, Read and write. Batho Pele Principles.
<u>DUTIES</u>	:	Perform access control functions. Determine appointments/ or services that the visitors require. Contract relevant employee to confirm appointment or refer visitor to the relevant service delivery point. Complete or ensure that the admission control register is completed. Issue admission control documents/cards as required. Escort visitors to relevant employees/ venues where lock and unlock entrances. Ensure that unauthorised persons and dangerous objects do not enter the building/ premises. Follow-up on incidence. Undertake building/premises patrols. Identify and check doors are locked or unlocked as required. Check water leaks and that taps are closed. Identify and check fire hazards, exposed electrical contacts and other fire hazards. Check lights, switch on and off as required. Check suspicious objects and packages and report. Apply emergency procedures. Ensure safe keeping of equipment, documents and stores of the department complete registers to control the movement of equipment, stores and documents. Confirm that no equipment, stores and assets of the department leave the building/premises unauthorised. Inspect vehicles entering and leaving the premises. Gather information and report on missing and stolen equipment and stores. Handle documents at points of entry according to classification and the prescript.
<u>ENQUIRIES</u>	:	Me. Mr Motaung at 083 3489 635

DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE

<u>APPLICATIONS</u>	:	To apply visit: (https://systems.fshealth.gov.za/e-Recruitment/Login)
<u>CLOSING DATE</u>	:	13 November 2026
<u>NOTE</u>	:	Effective from 01 April 2026, the Department of Public Works and Infrastructure now utilises an e-Recruitment System which means all applicants must login/register (https://systems.fshealth.gov.za/e-Recruitment/Login) to apply for positions, we only accept hand delivered/posted/emailed applications should an applicant prove that he/she tried to apply via e-Recruitment with no success and the Department of Public Works and Infrastructure ICT unit was unable to assist. The applicant's profile on the e-Recruitment is equivalent to the newly approved Z83, and it is the responsibility of applicants to ensure their profiles are fully completed or their applications will not be considered, as per the DPSA Practice Note. Certain documentation will still be required to be uploaded on the system such as copies of all qualifications including National Senior Certificate/Matric certificate, ID, etc., however these documents need not be certified at point of application, and however certification will be required prior to attending the interview. Please note: 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. Selection panels shall score both technical exercises as an additional criterion in the interview process. It should be noted that the Department of Public Works and Infrastructure does not support the use of Artificial Intelligence (AI) in any of its recruitment and selection processes and will disqualify an application if it picks up the use of AI when completing assessments without acknowledging the source of information. Successful completion of the Nyukela Public Service SMS Pre-entry Programme as endorsed by the National School of Government, available as an online course on https://www.thensg.gov.za/training-course/sms-pre-entry-programme/ , prior to finalisation of appointment, is a requirement for all SMS positions. For SMS positions certain candidates may be required to undergo additional Competency Assessments. All qualifications, criminal and SA citizenship checks will be conducted on all short-listed candidates and, where applicable, additional checks will be conducted in line with the new DPSA Directive

effective 01 April 2024. By submitting your application, it also means you consent to the Department of Public Works and Infrastructure processing your information for Human Resources Management purposes. It is the applicant's responsibility to have all their foreign qualifications (this includes O and A level certificates) evaluated by the South African Qualifications Authority (SAQA), at your own expense. The status of your application will be visible on the e-Recruitment system. However, if you have not been contacted within 4 months of the closing date of this advertisement, please accept that your application was unsuccessful. Faxed or late applications will NOT be accepted.

OTHER POSTS

POST 39/277 : **SENIOR ADMINISTRATION CLERK: MUNICIPAL SERVICES – UTILITIES DIVISION REF NO: PWI15/26 (X3 POSTS)**
Operational Property and Housekeeping Directorate

SALARY : R237 453 per annum (Level 05)
CENTRE : Bloemfontein
REQUIREMENTS : NQF 4 (Grade 12). Knowledge of BAS and LOGIS. Computer Knowledge and be able to use Microsoft Word, Excel and PowerPoint. Driver's License.

DUTIES : Handling Accounts of Eskom, Water Boards, Municipalities and Land Lords. Advise a report to management regarding the state of services accounts. Monitor expenditure. Check payment documents with spreadsheet we have developed internally. Request outstanding invoices from the suppliers at least 10 working days before due date. Ensure monthly reconciliation of municipal accounts in respect of service accounts. Prepare payment batches for processing on BAS and LOGIS. Capture approved payment batches on BAS and LOGIS. Ensure sound management and control of the services accounts. Accruals and Payables for disclosure of financial statements. Ensure the allocation of budgets to correct items, request allocation for the following year and adjustment budget.

ENQUIRIES : Mr G Du Plessis Tel No: (051) 410 7517/37 or 066 3072 532

POST 39/278 : **SENIOR ADMINISTRATION CLERK: CONTRACT ADMINISTRATION REF NO: PWI16/26 (X1 POST)**
Operational Property and Housekeeping Directorate

SALARY : R237 453 per annum (Level 05)
CENTRE : Bloemfontein
REQUIREMENTS : NQF 4 (Grade 12). Knowledge of PASTEL and BAS systems. Computer Knowledge and be able to use Microsoft Word, Excel and PowerPoint. Driver's License.

DUTIES : Render general clerical support. Monitor and reconcile debtors register and PASTEL to ensure correct monthly rental invoicing. Capturing monthly rental invoices on the system in line with the signed lease agreements. Request BAS report on a weekly basis to confirm payments received. Allocation of Cash Receipts on Pastel system as reflected on BAS report. Compiling debtor's reconciliations between Pastel and BAS based on payments received. Follow up on outstanding debt in terms of the approved Debtors Management and Write Off of Debt Policy. Liaising with the relevant salary sections to ensure that all PERSAL deductions are correctly implemented in line with signed stop orders.

ENQUIRIES : Ms Z Ndenze Tel No: (051) 410 7541

DEPARTMENT OF SOCIAL DEVELOPMENT



APPLICATIONS : Free State Provincial Department of Social Development utilises an e-Recruitment System (applicants must submit their applications via the online link <https://systems.fshealth.gov.za/e-Recruitment/>)

CLOSING DATE : 13 November 2026

NOTE : All applicants must login/ register to apply for positions. The applicant's profile on the e-Recruitment is equivalent to the newly approved Z83, and it is the responsibility of applicant to ensure the profiles are fully completed or their applications will not be considered, as per the DPSA Practice Note. Applicants

should upload their Curriculum Vitae (CV) on the e-Recruitment system. (Please ensure is in PDF format & maximum size 3MB). The Curriculum Vitae should be specific regarding previous positions occupied and the start date and the end date of the position(s) should be indicated. Accompanying relevant documentation required to be uploaded on the system such as copies of all qualifications including National Senior Certificate/ Matric Certificate, Drivers Licence, ID, etc., such documents need not be certified at point of application, however, certification will be required prior to attending the interview. Only shortlisted 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 the interview, and such qualification(s) and other related documents should be in line with the requirements of the advertisement. Successful completion of the Senior Management Pre- Entry Programme (Nyukela) is required for being considered for the SMS post prior to appointment. Enrolment for this course should be made on the NSG website at <https://www.thensg.gov.za/training/course/smspre-entry-programme>. 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 will be an integrity (ethical conduct) assessment. Selection panels shall score both technical exercises as an additional criterion in the interview process. 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 submitted online 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). The highest relevant qualification should be captured/listed as the first qualifications on e-recruitment profile. Applications are respectfully informed that if no notification of appointment i.e., received within four months of the closing date, they must accept that their applications. Communication will be limited to the shortlisted candidates only. Suitable candidates will be subjected to personnel suitability checks (criminal record check, citizenship verification, financial asset check, qualification verification and reference checks). Applications must declare any pending criminal, disciplinary or any other allegations or investigations and/or record. The department reserves the right not to make appointments on the advertised post(s). Free Department of Social Development is compliant with the requirements of POPIA. The Department of Social Development is an equal opportunity affirmative action employer. The employment decision shall be informed by the Employment Equity Plan of the Department. It is the departments 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 numerical targets as contained in our Employment Equity Plan.

OTHER POST

<u>POST 39/279</u>	:	<u>SECURITY OFFICER (X50 POSTS)</u>
<u>SALARY</u>	:	R170 226 per annum (Level 03)
<u>CENTRE</u>	:	Thabo Mofutsanyana District Office Ref No: DSDFS 103/26 (X6 Posts) Vrede Sub-Office Ref No: DSDFS 104/26 (X6 Posts) Senekal Office Ref No: DSDFS 105/26 (X1 Post) Bethlehem Office Ref No: DSDFS 106/26 (X2 Posts) Leratong Child & Youth Care Centre Ref No: DSDFS 107/26 (X6 Posts) Thekolohelong Welfare Centre Ref No: DSDFS 108/26 (X5 Posts) Dr Beyers Naude Halfway House Ref No: DSDFS 109/26 (X7 Posts) Trompsburg Office Ref No: DSDFS 110/26 (X1 Post) Matete Matches Secure Care Centre Ref No: DSDFS 111/26 (X5 Posts) Kroonstad Office KGI Ref No: DSDFS 112/26 (X2 Posts) Botshabelo Haven Old Age Home Ref No: DSDFS 113/26 (X6 Posts) Winkie Direko Secure Care Centre Ref No: DSDFS 114/26 (X3 Posts)
<u>REQUIREMENTS</u>	:	Basic Security Officer's course. Basic Education and Training (NQF level 3). Registration with PSIRA Grade C. Knowledge of access control procedures. Knowledge of measures for the control and movement of equipment and store. Knowledge of prescribed security procedures (e.g. MISS, NISA, Protection of Information Act, etc) and the authority on security officers under these

documents. Knowledge on the relevant emergency procedures. Successful candidate will be expected to undergo a security clearance. Experience in security will be an added advantage

DUTIES

: Perform access control functions. Ensure safety within the premises. Ensure that equipment, documents and stores do not leave or enter the building or premises unauthorized. Ensure that all incidents regarding security breaches are recorded in the occurrence book/registers. Operate control room security equipment.

ENQUIRIES

: Mr. MW Molahloe at 083 2915468