

FREE STATE PROVINCIAL GOVERNMENT VACANCIES

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

DEPARTMENT OF THE PREMIER

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

Directions to applicants: A comprehensive CV should be submitted as application. The following information should also be included in the CV: Completed qualifications, Race, Gender, Disability-if applicable, Citizenship, driver's license and indication of criminal offences. (Separate application for every vacancy). Applications without a reference number will not be considered. Only short listed candidates will be requested to submit a Z83-form, certified copies of qualifications, driver's license and identity document on the day of interviews. Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their applications are posted or hand delivered timeously. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). The successful candidate will be subjected to the verification of qualifications, employee reference checks, criminal record check as well as vetting where necessary. Applicants are respectfully informed that if no notification on appointment is received within 4 months of the closing date, they must accept that their application was unsuccessful. Applications from people with disabilities are welcomed.

MANAGER: CORPORATE COMMUNICATION

REFERENCE NO: M: CC

SALARY: Level 13 – An all inclusive salary package of R685 200 per annum. The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance.

This appointment is subject to the signing of an employment contract, a security clearance and an annual performance agreement. The successful candidate will be required to disclose his/her financial interests in accordance with the prescribed regulations.

CENTRE: BLOEMFONTEIN

REQUIREMENTS: An appropriate Bachelors degree or equivalent qualification and post qualification management experience, preferably in any one of Public Relations, Journalism and Communication.

DUTIES: It will be expected of the successful candidate to perform the following duties: To manage corporate-related communication services in the Free State Provincial Government as well as communication services in the Department of the Premier. The above include the following: To promote image of the Free State Provincial Government, both inside and outside the Public Service, by evaluating, sensitizing and rendering advice on matters affecting the image of the FSPG and by marketing the work of FSPG. To provide strategic direction with regard to the development, implementation and monitoring of a Provincial Communication Strategy for Free State Provincial Government and to advise Provincial Departments on the implementation thereof. To oversee the planning, co-ordination and management of Publications, Information (including the rendering of a toll free line service) and Internal and External Communication Services (including the organizing of Imbizo's EXCO Meets The People Campaigns etc.). To ensure that information is being disseminated to communities on the work of government and that effective communication channels exist between Government and Communities. To support the Premier's Economic Advisory Council and to provide secretariat services. Provide event management services and ensure appropriate protocol for all official functions. Liaise with a number of Stakeholders including Government Communication and Information Services (GCIS), Departmental Communication Managers, Local Government Communicator etc. in order to ensure that an effective and efficient communication service is rendered for Free State Provincial Government. To manage all resources, including human and financial resources, of the Directorate

ENQUIRIES: Mr. W. Ngobeni, Telephone number: (051) 405 4917

APPLICATIONS: Posted to: Mr. B. Modise, Department of the Premier, Human Resources Advice, Co-ordination and Management Directorate, PO Box 517, Bloemfontein, 9300 or e-mail to: modiseb@premier.fs.gov.za or Hand delivers to: Brian Modise, Room 22, Ground floor, Lebohang Building, Bloemfontein

DEPARTMENT OF HEALTH

Directions to applicants: Applications must be submitted on form Z.83, obtainable from any Public Service Department and must be accompanied by certified copies of qualifications (a transcript of results must be attached), driver's license, identity document and a C.V. (Separate application for every vacancy). Applicants are requested to complete the Z83 form properly and in full. Qualification certificates must not be copies of certified copies. Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their applications are posted or hand delivered timeously. Candidates who possess foreign qualifications and/or short courses certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA), and must please attach proof of the level of their qualifications after evaluation on all applications. No e-mailed or faxed applications will be considered. 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 was unsuccessful.

POST 1-6: An all-inclusive package per annum. The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance. [The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation (OSD) for Medical Officials and Pharmacists].

POST 1: CLINICAL MANAGER (MEDICAL) GRADE I

REFERENCE NO: H/C/10

SALARY: R651 327.00 per annum.

CENTRE: FEZILE DABI DISTRICT HEALTH SERVICES: KROONSTAD

REQUIREMENTS: Registration as Medical Practitioner with the Health Professions Council of South Africa (HPCSA). 3 Years experience after registration as medical practitioner with recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform community services as required in South Africa.

RECOMMENDATIONS: Good communication and interpersonal skills. Extensive appropriate experience in Clinical Services and Hospital Care in South Africa.

DUTIES: Provide holistic medical care to patients in a primary health care environment in a cost effective, efficient and equitable manner. Detailed key performance areas can be obtained from the contact person.

ENQUIRIES: Mr T.N. Montse, Telephone number: (016) 9709310

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting

the reference number, must be forwarded to The District Manager: District Health Services: Fezile Dabi District, (For attention: Mr T.N. Montse), Private Bag X2005, Sasolburg 1947.

POST 2: MEDICAL SPECIALIST GRADE I

REFERENCE NO: H/M/39

SALARY: Medical Specialist Grade I: A basic salary of R613 671.00 per annum. Medical Specialist Grade 2: A basic salary of R710 664.00 per annum. Medical Specialist Grade 3: A basic salary of R814 305.00 per annum

CENTRE: BOITUMELO REGIONAL HOSPITAL: KROONSTAD

REQUIREMENTS: Registration with the Health Professions Council of South Africa (HPCSA) as a Specialist Physician.

EXPERIENCE: Medical Specialist Grade I: None after registration with the Health Professions Council of South Africa (HPCSA) as Medical Specialist in a normal Specialty. Medical Specialist Grade 2: Minimum of 5 years appropriate experience as a Medical Specialist after registration with the Health Professions Council of South Africa (HPCSA) (or a recognized foreign Health Professional Council in respect of a foreign qualified employee) as Medical Specialist in a normal Specialty. Medical Specialist Grade 3: Minimum of 10 years appropriate experience as a Medical Specialist after registration with the Health Professions Council of South Africa (HPCSA) (or a recognized foreign Health Professional Council in respect of a foreign qualified employee) as Medical Specialist in a normal Specialty.

RECOMMENDATIONS: Appropriate experience.

DUTIES: Service rendering. Supervise the Internal Medicine Department. Training and research in the Internal Medicine Department.

ENQUIRIES: Dr K.M. Mahasa, Telephone number: (056) 2165397

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The Chief Executive Officer: Boitumelo Regional Hospital, (For attention: Mr K.L. Thebe), Private Bag X47, Kroonstad 9500.

POST 3: DEPUTY MANAGER: PHARMACEUTICAL SERVICES

REFERENCE NO: H/D/12

SALARY: R569 649.00 per annum.

CENTRE: MEDPHARM: BLOEMFONTEIN

REQUIREMENTS: An appropriate B.Pharm Degree. Registration with the South African Pharmacy Council (SAPC) as a Pharmacist. A minimum of 3 years appropriate experience after registration as a Pharmacist with the SAPC plus 3 years appropriate/recognizable experience in Management within a pharmaceutical environment, preferably within the warehouse environment. Valid driver's license.

RECOMMENDATIONS: Post graduate qualification in Public Health/Pharmaceutical/Logistics. Working knowledge of Government Procurement procedures and processes. Sound knowledge of the Public Finance Management Act (PFMA), Treasury Regulations and Supply Chain Management Policies. Knowledge of the Standards of Good Wholesale Practice (GWP) and Good Pharmacy Practice (GPP). Knowledge of SAPC in terms of Code of Practice and minimum standards for pharmaceutical wholesale and distribution. Sound knowledge of National Drug Policy. Good report writing and presentation skills. Strategic leadership skills. Communication skills (verbal and written). Knowledge of Acts relating to distribution pharmacy. Knowledge of medical consumables.

DUTIES: Responsible pharmacist. Forms part of the depot management team. Ensure that the warehouse is run effectively and efficiently, and all procedures required are fulfilled. Facilitate continuous availability of essential medicines, including ARVs. Ensure proper management of inventory and coordinate stock management with other pharmacies. Ensure timeous distribution of medicine to all institutions. Ensure compliance to pharmacy legislation. Training and development of pharmacy personnel. Drafting and implementation of Standard Operating Procedures (SOPs). Provide input in pharmaceutical contracts and bids. Maintenance of MCC requirements. Ensure compliance to Occupational Health & Safety requirements.

ENQUIRIES: Me K.E. Mosikare, Telephone number: (051) 4110562

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The Senior Manager: Human Resource Management, (For attention: Me K.E. Mosikare), P.O. Box 227, Bloemfontein 9300.

POST 4: MEDICAL OFFICER GRADE I - 3

REFERENCE NO: H/M/37

SALARY: Medical Officer Grade I: A basic salary of R455 634.00 per annum. Medical Officer Grade 2: A basic salary of R520 971.00 per annum. Medical Officer Grade 3: A basic salary of R604 605.00 per annum.

CENTRE: PROVINCIAL OCCUPATIONAL HEALTH UNIT: DEPARTMENT OF COMMUNITY HEALTH: UNIVERSITAS HOSPITAL, BLOEMFONTEIN

REQUIREMENTS: Registration with the Health Professions Council of South Africa (HPCSA) as Medical Practitioner. Proof of HPCSA receipt for the current year. In possession of MBCHB Degree or a qualification deemed equivalent by the Department of Community Health. Valid driver's license.

EXPERIENCE: Medical Officer Grade I: None after registration as Medical Practitioner with the Health Professions Council of South Africa (HPCSA) in respect of South African qualified employees. One year relevant experience after registration as Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Medical Officer Grade 2: Minimum of 5 years after registration as Medical Practitioner with the Health Professions Council of South Africa (HPCSA) in respect of South African qualified employees. Minimum of 6 years relevant experience after registration as Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Medical Officer Grade 3: Minimum of 10 years after registration as Medical Practitioner with the Health Professions Council of South Africa (HPCSA) in respect of South African qualified employees. Minimum of 11 years relevant experience after registration as Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa.

RECOMMENDATIONS: Additional qualification in Occupational Health and Safety.

DUTIES: Support the rendering of a Health and Safety Service in various institutions and organizations as determined by the Head of Department (Community Health) and relevant regulations. Assist with the development and implementation of the Health and Safety System in the Free State Province. Teaching and supporting the department (Community Health) with the pre- and post-graduate training as well as relevant in-service training program. Initiate and participate in research projects.

ENQUIRIES: Prof. W.H. Kruger, Telephone number: (051) 4053136

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The Chief Executive Officer: Universitas Academic Hospital, (For attention: Me C.H. Cloete), Private Bag X20660, Bloemfontein

9300.

POST 5: MEDICAL OFFICER GRADE I - 3

REFERENCE NO: H/M/38

SALARY: Medical Officer Grade I: A basic salary of R455 634.00 per annum. Medical Officer Grade 2: A basic salary of R520 971.00 per annum. Medical Officer Grade 3: A basic salary of R604 605.00 per annum

CENTRE: BOITUMELO REGIONAL HOSPITAL: KROONSTAD

REQUIREMENTS: Registration as Medical Practitioner with the Health Professions Council of South Africa (HPCSA) in respect of South African qualified employees.

EXPERIENCE: Medical Officer Grade I: None after registration as Medical Practitioner with the Health Professions Council of South Africa (HPCSA) in respect of South African qualified employees. One year relevant experience after registration as Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Medical Officer Grade 2: Minimum of 5 years relevant experience after registration as Medical Practitioner with the Health Professions Council of South Africa (HPCSA) in respect of South African qualified employees. Minimum of 6 years relevant experience after registration as Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Medical Officer Grade 3: Minimum of 10 years relevant experience after registration as Medical Practitioner with the Health Professions Council of South Africa (HPCSA) in respect of South African qualified employees. Minimum of 11 years relevant experience after registration as Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa.

DUTIES: Clinical service in respective disciplines to evaluate, diagnose and treat patients.

ENQUIRIES: Dr K.M. Mahasa, Telephone number: (056) 2165390

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The Chief Executive Officer: Boitumelo Regional Hospital, (For attention: Mrs A.P. Lani), Private Bag X47, Kroonstad 9500.

POST 6: MEDICAL OFFICER (FAMILY TEAMS)(2 POSTS)

REFERENCE NO: H/M/35 MOQHAKA LOCAL AREA. H/M/36 METSIMAHOLO LOCAL AREA

SALARY: Medical Officer Grade I: A basic salary of R455 634.00 per annum. Medical Officer Grade 2: A basic salary of R520 971.00 per annum. Medical Officer Grade 3: A basic salary of R604 605.00 per annum

CENTRE: FEZILE DABI DISTRICT HEALTH: MOQHAKA LOCAL AREA AND METSIMAHOLO LOCAL AREA

REQUIREMENTS: Registration with the Health Professions Council of South Africa (HPCSA) as Medical Officer. Proof of HPCSA receipt for the current year. Medical Officer Grade I: None after registration as Medical Practitioner with the Health Professions Council of South Africa (HPCSA) in respect of South African qualified employees. One year relevant experience after registration as Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Medical Officer Grade 2: Minimum of 5 years after registration as Medical Practitioner with the Health Professions Council of South Africa (HPCSA) in respect of South African qualified employees. Minimum of 6 years relevant experience after registration as Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Medical Officer Grade 3: Minimum of 10 years after registration as Medical Practitioner with the Health Professions Council of South Africa (HPCSA) in respect of South African qualified employees. Minimum of 11 years relevant experience after registration as Medical Practitioner with a recognized foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa.

RECOMMENDATIONS: Good communication skills. Extensive appropriate experience in Clinical Services and hospital care in South Africa. Render after-hour clinical services. **DUTIES:** Render comprehensive Primary Health Care services. Formulate clinical policies and protocols for the community health center. Rotate through different clinics and hospitals within the district. Expect to visit patients at home.

ENQUIRIES: Mr T.N. Montse, Telephone number: (016) 9709310

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The District Manager: Fezile Dabi District, (For attention: Mr T.N. Montse), Private Bag X2005, Sasolburg 1947.

POST 8: CHIEF EXECUTIVE OFFICER

REFERENCE NO: H/C/16

SALARY: An all-inclusive package of R406 839.00 per annum. (The inclusive remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion and is structured according to the Government MMS prescriptions.)

CENTRE: ITEMOHENG DISTRICT HOSPITAL: SENEKAL

REQUIREMENTS: An appropriate recognized Bachelor's Degree (or equivalent qualification). Extensive, appropriate Management experience (especially Health or Hospital Management). Computer skills.

RECOMMENDATIONS: Post-graduate qualification in Health Management or General Management.

DUTIES: Responsible for overall management of the hospital complex, including Medical, Nursing, Administration and Finance. Performance according to relevant acts. Ensure quality improvement and good quality patient care service. Ensure proper management of human and financial resources. Facilities and equipment management and maintenance. Establish and promote good corporate governance with the hospital board. Good co-operation with Primary Health Care clinics in the catchment area.

ENQUIRIES: Mr R P G Maarohanye, Telephone number: (058) 7130515

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The District Manager: Thabo Mofutsanyane District, (For attention: Me H Van Zyl, Private Bag x 824, Witsieshoek, 9870.

POST 9: PHARMACIST GRADE I – III: ARV CLINIC

REFERENCE NO: H/P/64

SALARY: Pharmacist Grade I: A basic salary of R351 093.00 per annum. Pharmacist Grade II: A basic salary of R416 700.00 per annum. Pharmacist Grade III: A basic salary of R455 634.00 per annum. [The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation (OSD) for Pharmacists.]

CENTRE: MOFUMAHADI MANAPO MOPELI REGIONAL HOSPITAL: WITSIESHOEK



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REQUIREMENTS: Basic qualification accredited with the South African Pharmacy Council (SAPC) that allows registration with the SAPC as a Pharmacist. Pharmacist Grade I: None after registration as a Pharmacist with the South African Pharmacy Council (SAPC) in respect of South African qualified employees. One year relevant experience after registration as a Pharmacist with a recognized Foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Pharmacist Grade II: A minimum of 5 years relevant experience after registration as a Pharmacist with the South African Pharmacy Council (SAPC) in respect of South African qualified employees. A minimum of 6 years relevant experience after registration as a Pharmacist with a recognized Foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Pharmacist Grade III: A minimum of 13 years relevant experience after registration as a Pharmacist with the South African Pharmacy Council (SAPC) in respect of South African qualified employees. A minimum of 14 years relevant experience after registration as a Pharmacist with a recognized Foreign Health Professional Council in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa.

RECOMMENDATIONS: Valid driver's license (EB).

DUTIES: Ensure availability of medicine at the hospital. Dispense medicine and provide information to patients. Train Pharmacy Assistant. Participate in Quality Assurance Program in line with the specification. Supervise work of subordinates. Perform other related tasks as delegated. Provide inputs into the budgeting processes. Compile and monitor expenditure according to budget, to ensure efficient flow management.

ENQUIRIES: Mr M. Marais: Deputy Manager: Pharmaceutical Services, Telephone number: (058) 7183200

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The Chief Executive Officer: Mofumahadi Manapo Mopeli Regional Hospital, (For attention: Mr A.T. Leboea), Private Bag X820, Witsieshoek 9870.

POST 10: OPERATIONAL MANAGER (PN-B3)

REFERENCE NO: H/O/10

SALARY: A basic salary of R309 327.00 per annum. [The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation (OSD) for Nurses.]

CENTRE: PHOMOLONG CLINIC: LEJWELEPUTSWA DISTRICT

REQUIREMENTS: Registration with the South African Nursing Council (SANC) as Professional Nurse. Post-basic qualification with duration of at least one (1) year in curative skills in Primary Health Care accredited with the SANC. Minimum of 9 years appropriate experience after registration as Professional Nurse (General). At least 5 years of the period referred to above must be appropriate/recognizable experience after obtaining the Post Basic in the relevant speciality. Valid driver's license.

DUTIES: Detailed key performance areas can be obtained from the contact person.

ENQUIRIES: Me J. Phakedi, Telephone number: (057) 2213309

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The Manager: Human Resources, (For attention: Me L. Bester), Private Bag X15, Welkom 9460.

POST 11: OPERATIONAL MANAGER (PN-B3) (3 POSTS)

REFERENCE NO: H/O/11

SALARY: A basic salary of R309 327.00 per annum. [The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation (OSD) for Nurses.]

CENTRE: FEZILE DABI HEALTH DISTRICT: MOQHAKA LOCAL AREA

REQUIREMENTS: Registration with the South African Nursing Council (SANC) as Professional Nurse. Post-basic qualification with at least one (1) year in Curative Skills in Primary Health Care accredited with the SANC. A minimum of 9 years nursing assistant experience with the SANC as Professional Nurse in General Nursing. At least 5 years of the period referred to above must be appropriate experience after obtaining the one-year post basic qualification in Primary Health Care.

DUTIES: Detailed key performance areas can be obtained from the contact person.

ENQUIRIES: Ms N.Y. Kgotlagomang, Telephone number: (056) 2163339

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The District Manager: Fezile Dabi District, (For attention: Mr T.N. Montse), Private Bag X2005, Sasolburg 1947.

POST 12: OPERATIONAL MANAGER: NURSING (PHC) (PN-B3) (2 POSTS)

REFERENCE NO: H/O/17, H/O/18

SALARY: Salary level 10 – A basic salary of R309 327.00 per annum

CENTRE: MANTSOPA LOCAL AREA H/O/17. THABA NCHU LOCAL AREA H/O/18

REQUIREMENTS: Registration with the South African Nursing Council (SANC) as Professional Nurse. A minimum of 9 years appropriate/recognizable experience after registration as a Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate, recognizable experience after obtaining the 1 year post basic qualification in the relevant speciality.

DUTIES: To render a comprehensive and integrated health care service to ensure quality health to the community. Develop all the personnel and to ensure own development as well. Assess, give treatment and evaluate all clients visiting the facility. Manages collection of accurate data for future planning of service.

ENQUIRIES: Me M.A. Sekamane: Mantsopa Local Area, Telephone number: (051) 92415387. Me M.A. Setlaletoa: Thaba Nchu, Telephone number: (051) 8741271

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The District Manager: Mtheo District, (For attention: Me P.R. Phuroe), P.O. Box 441, Bloemfontein 9300.

POST 13: CHIEF OPTOMETRIST GRADE I

REFERENCE NO: H/O/16

SALARY: A basic salary of R256 188.00 per annum. [The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation (OSD) for Optometrists.]

CENTRE: DIHLABENG REGIONAL HOSPITAL: BETHLEHEM

REQUIREMENTS: Bachelor's Degree in Optometry. Registration with the Health Professions Council of South Africa (HPCSA). Minimum of 3 years appropriate experience in the profession after registration with the HPCSA.

RECOMMENDATIONS: Experience with patients of all age groups (including children). Good communication and interpersonal skills. Ability to work independently.

DUTIES: Setting up and managing Optometry services at Dihlabeng Regional Hospital for the catchment area. Take responsibility for Optometry services in the hospital, including

eye testing, contact lens fitting, dispensing spectacles, ordering consumables, managing the budget allocated for Optometry services, running an out-patient Optometry clinic and consulting in-patients. Assisting at the Ophthalmology clinic. Working alongside the Ophthalmologist to render good quality eye services at the institution.

ENQUIRIES: Dr S. Kearns, Telephone number: (058) 3035331

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The Chief Executive Office: Dihlabeng Regional Hospital, (For attention: Mr/Ms T. Harris), Private Bag X3, Bethlehem 9700.

POST 14: OPERATIONAL MANAGER: NURSING GRADE I (PN-A5)

REFERENCE NO: H/O/12

SALARY: A basic salary of R244 185.00 per annum. [The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation (OSD) for Nurses.]

CENTRE: DR J.S. MOROKA DISTRICT HOSPITAL

REQUIREMENTS: Registration with the South African Nursing Council (SANC) as Professional Nurse. A minimum of 7 years appropriate/recognizable experience in nursing after registration with the SANC as Professional Nurse, in General Nursing.

RECOMMENDATIONS: Good communication skills and interpersonal relationships. Good leadership skills.

DUTIES: Ensure that a holistic nursing care service is delivered to patients in a cost effective, efficient and equitable manner by the Unit. Ensure compliance to professional and ethical practice. Detailed key performance areas can be obtained from the contact person.

ENQUIRIES: Me C.A.M. Tsimatsima, Telephone number: (051) 8739915

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The Chief Executive Officer: Dr J.S. Moroka District Hospital, (For attention: Mr/Ms G.J. Molokoane), Private Bag X707, Seloshesha 9783.

POST 15: CLINICAL PROGRAMME COORDINATOR (PN-A5) (QUALITY ASSURANCE)

REFERENCE NO: H/C/11

SALARY: A basic salary of R244 185.00 per annum. [The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation (OSD) for Nurses.]

CENTRE: THEBE DISTRICT HOSPITAL: HARRISMITH

REQUIREMENTS: Registration with the South African Nursing Council (SANC) as Professional Nurse and Midwife. A minimum of 7 years appropriate/recognizable experience in Nursing after registration as Professional Nurse with the SANC in General Nursing. Experience/Exposure in Quality Assurance Management.

DUTIES: Policy formulation, review and implementation. Training of all health care workers regarding quality assurance. Compilation and analysis of statistics. Monitoring and evaluation of quality aspects in the institution. Development of quality improvement projects. Orientation and induction of new employees on quality assurance matters. Risk and Waste Management. Assist COHSASA process and be part of COHSASA team in the institution.

ENQUIRIES: Me Wolmarans, Telephone number: (058) 6248100

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The Chief Executive Officer: Thebe District Hospital, (For attention: Mr F.C. Molo), Private Bag X871, Harrismith 9880.

POST 16: CLINICAL PROGRAM COORDINATOR (PN-A5) (INFECTION PREVENTION & CONTROL) (10 POSTS)

REFERENCE NO: H/C/12

SALARY: A basic salary of R244 185.00 per annum. [The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation (OSD) for Nurses.]

CENTRE: Lejweleputswa District: Mohau/Thusanong/Nala Health Complex. Winburg/Katleho Health Complex. Thabo Mofutsanyana District: Thebe/Phumelela Health Complex. Phekolong/Nketoana Health Complex. Fezile Dabi District: Metsimaholo/Parys Health Complex. Tokollo/Mafube Health Complex. Mtheo District: Dr J.S. Moroka /Mantsopa Health Complex National District Hospital. Xhariep District: Diamant District Hospital.

REQUIREMENTS: Registration with the South African Nursing Council (SANC) as Professional Nurse. A minimum of 7 years appropriate/recognizable experience in Nursing after registration with the SANC as a Professional Nurse in General Nursing. Valid driver's license and willing to travel. Sound knowledge of Infection Prevention & Control and Quality Assurance in Health Care. Computer literacy.

RECOMMENDATIONS: Previous experience and qualification in Infection Prevention & Control will serve as a strong advantage. Good interpersonal relations. Presentation skills. Problem solving skills.

DUTIES: Implement and monitor Infection Prevention & Control Policies and Programs. Support health institutions with implementation of Quality Assurance Standards. Coordinate surveillance of the Nosocomial Infections in the institution. Participate in the patient safety programme activities. Collaborate with the Waste Management team.

ENQUIRIES: Mr S.C. Polelo: General Manager, Telephone number: (051) 4081846

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The General Manager: District Health Services, (For attention: Mr S.C. Polelo), P.O. Box 227, Bloemfontein 9300.

POST 17: CHIEF ARTISAN

REFERENCE NO: H/A/43

SALARY: R212 421.00 per annum. (The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation (OSD) for Artisans.)

CENTRE: BOITUMELO REGIONAL HOSPITAL: KROONSTAD

REQUIREMENTS: Appropriate Trade Test Certificate. Ten years' post qualification experience required as an Artisan/Artisan Foreman. 3-5 Years supervisory experience. A valid Code EB driver's license. Appropriate qualification (T/S/N stream) in the mechanical engineering field. Applications must have a minimum of three years' experience in the field of preventative maintenance and repairs of hospital plant and machinery, such as Boilers, Steam Autoclaves, Calorifiers, Dishwashing machines, Vacuum piped gas, Sewerage lines and steam and water pipelines. Knowledge, skills, training and competencies required in maintenance and repairs of hospital plant and equipment. Sound knowledge of administrative process. Sound knowledge of procurement procedures. Sound knowledge of delegation of authority. Sound knowledge of PDMS procedures. Knowledge of PFMA. Knowledge of Microsoft Windows based computer programmes. Literacy, numeric and typing skills. Financial and Project Management skills. First Aid skills to attend to minor injuries. Analytical, innovative, negotiating and problem-solving skills. Planning and managing skills and supervisory/management skills.

RECOMMENDATIONS: A Wiremen's license will be added advantage.

DUTIES: Manage the preventative maintenance and repair programme of the hospital plant and equipment. Conduct mechanical administrative functions of plant relating to the Engineering Division. Provide specialist advice/guidance and ensure policy development to comply with the Occupational Health and Safety Act and Environment Act. Manage the Engineering budget allocation and expenditure at the cost centre level. Manage human resources in terms of prescribed policies and procedures. Manage the Engineering Department's projects with the cost centre.

ENQUIRIES: Mr M.E. Letshokghola, Telephone number: (056) 2165200

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The Chief Executive Officer: Boitumelo Regional Hospital, (For attention: Adv. M. Mokoteli), Private Bag X47, Kroonstad 9500.

POST 18: CHIEF ARTISAN GRADE I

REFERENCE NO: H/A/33

SALARY: R212 421.00 per annum. [The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation (OSD) for Artisans.]

CENTRE: FEZILE DABI DISTRICT OFFICE

REQUIREMENTS: Grade 10 and appropriate Trade Test Certificate. Ten years post qualification experience required as an Artisan/Artisan Foreman. Valid driver's license. 3-5 Years supervisory experience.

DUTIES: To manage all aspects of technical design, production, operation and maintenance activities. Manage administrative and related functions, financial management and people management, maintain and advance expertise. Detailed key performance areas (according to OSD) can be obtained from the contact person.

ENQUIRIES: Mr T.N. Montse, Telephone number: (056) 9709310

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The District Manager: Fezile Dabi Health District, (For attention: Mr T.N. Montse), Private Bag X2005, Sasolburg 1947.

POST 19: CHIEF ARTISAN GRADE A

REFERENCE NO: H/A/34

SALARY: R212 421.00 per annum. [The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation (OSD) for Artisans.]

CENTRE: MOFUMAHADI MANAPO MOPELI REGIONAL HOSPITAL: WITSIESHOEK

REQUIREMENTS: Appropriate Trade Test Certificate/Engineering qualification. Ten years' post qualification experience required as an Artisan/Artisan Foreman. Valid driver's license (EB). 3-5 Years supervisory experience.

RECOMMENDATIONS: Problem solving and analysis skills. Decision making, team work, creativity, communication, computer skills and planning, organization.

DUTIES: Manage technical service and support in conjunction with technical/artisan and associates in field, workshop and technical office activities. Ensure the promotion of safety in line with statutory and requirement. Ensure quality assurance in line with specification. Provide inputs into the budgeting process. Compile and submit reports as required. Provide and consolidate inputs to the Technical Operation Plan. Update databases and manage artisans and related personnel and assets. Control and monitor expenditure according to budget to ensure efficient cash flow management. Manage the commercial value add of the discipline-related activities and services. Manage the development, motivation and utilization of Human Resources for the discipline to ensure competent knowledge base for the continued success of the technical services according to the institutional needs. Continuous individual development to keep up with new technologies and procedures. Research/Literature studies on technical/engineering technology to improve expertise. Liaise with relevant bodies/councils on technical.

ENQUIRIES: Mr A.T. Leboea: Assistant Manager: Administration, Telephone number: (058) 7183381

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The Chief Executive Officer: Mofumahadi Manapo Mopeli Regional Hospital, (For attention: Mr A.T. Leboea), Private Bag X820, Witsieshoek 9870.

POST 20: CHIEF ARTISAN GRADE A

REFERENCE NO: H/A/42

SALARY: R212 421.00 per annum. [The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation (OSD) for Artisans.]

CENTRE: DIHLABENG REGIONAL HOSPITAL: BETHLEHEM

REQUIREMENTS: Appropriate Trade Test Certificate. Ten years' post qualification experience required as an Artisan/Artisan Foreman. Valid driver's license. 3-5 Years supervisory experience.

RECOMMENDATIONS: Multi skilled. Electrical knowledge (Wiremen license) will be an advantage.

DUTIES: To manage all aspects of technical services, technical design, production, operation and maintenance activities in field, workshop and technical offices. Manage administrative and related functions. Financial Management. Detailed key performance areas (according to OSD) can be obtained from the contact person.

ENQUIRIES: Mr L. Rossouw, Telephone number: (058) 3035331

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The Chief Executive Officer: Dihlabeng Regional Hospital, (For attention: Mr/Ms T. Harris), Private Bag X3, Bethlehem 9700.

POST 21: LECTURER (PN-D1 / D2)

REFERENCE NO: H/L/6

SALARY: Lecturer Grade 1 (PN-D1): A basic salary of R210 630.00 per annum. Lecturer Grade 2 (PN-D2): A basic salary of R259 056.00 per annum

CENTRE: FREE STATE SCHOOL OF NURSING: BLOEMFONTEIN

REQUIREMENTS: Diploma in Nursing Science (General, Psychiatry, Community) and Midwifery or equivalent. Diploma in Nursing Education for PN-D2 requires 5 years teaching experience. Lecturer Grade 1 (PN-D1): Basic qualification accredited with the South African Nursing School (SANC) in terms of Government Notice 425 (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Post basic qualification in Nursing Education registered with the SANC. A minimum of 4 years appropriate/recognizable experience after registration as Professional Nurse with the SANC in General Nursing. Lecturer Grade 2 (PN-D2): Basic qualification accredited with the South African Nursing School (SANC) in terms of Government Notice 425 (i.e. diploma/degree in nursing) or equivalent qualification that allows registration with the SANC as a Professional Nurse. Post basic qualification in Nursing Education registered with the SANC. A minimum of 14 years appropriate /recognizable experience after registration as Professional Nurse with the SANC in General Nursing. At least 10 years of the period referred to above must be appropriate/recognizable experience in Nursing Education after obtaining the 1 year post-basic qualification.



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RECOMMENDATIONS: Computer literacy. Driver's license. Bachelor's Degree.

DUTIES: Education and Training of student nurses. Clinical accompaniment and assessment of student nurses. Development of educational material.

ENQUIRIES: Ms S.R. Van Niekerk, Telephone number: (051) 4039831

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The Dean: Free State School of Nursing, (For attention: Ms S.R. Van Niekerk), Private Bag X20520, Bloemfontein 9300.

POST 22: CLINICAL NURSE PRACTITIONER (PHC) GRADE I (PN-B1)

REFERENCE NO: H/C/13

SALARY: Salary level 9 – A basic salary of R210 630.00 per annum

CENTRE: FEZILE DABI DISTRICT: MOQHAKA LOCAL AREA, KROONSTAD

REQUIREMENTS: Basic qualification (i.e. Diploma/Degree in Nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Post basic qualification with a duration of at least one (1) year in any of specified qualification as per SANC Government Notice No. R212. A minimum of 4 years appropriate/recognizable nursing experience after registration as Professional Nurse with the SANC in General Nursing.

RECOMMENDATIONS: Knowledge and understanding of Primary Health Care (PHC) Clinics.

DUTIES: Perform a clinical nursing practice in accordance with the scope of practice and nursing standards as determined for a Primary Health Care facility. Promote quality of nursing care as directed by scope of practice in PHC.

ENQUIRIES: Me N.Y. Kgotlagomang, Telephone number: (056) 2163315

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The District Manager: District Health Services: Fezile Dabi District, (For attention: Mr T.N. Montse), Private Bag X2005, Sasolburg 1947.

POST 23: ASSISTANT MANAGER: ADMINISTRATION

REFERENCE NO: H/A/32

SALARY: R206 982.00 per annum

CENTRE: MOTHEO DISTRICT OFFICE

REQUIREMENTS: NQF 6. (Certificate, Diploma or Bachelor's Degree requiring a minimum period of study of three (3) years.) Experience in Management. Light motor vehicle license. Computer literacy. PERSAL training.

RECOMMENDATIONS: Experience in Human Resource Management. Experience in Transport Management. Experience in Financial Management.

DUTIES: Manage and coordinate human resource administration matters within the department to contribute to the rendering of a professional human resource management services: Conditions of service and service benefits (Leave, Housing, Medical, Injury on duty, Terminations and Long Service Recognition, Overtime, Re-allocation, Pension, Allowances, etc.) HR Provisioning (Recruitment and selection, Appointments, Transfers, Verification of qualifications, Secretariat functions at interviews, Absorptions, Probationary periods, etc.) Develop Human Resource Plan. Address Human Resource Management enquiries to ensure the correct implementation of human resource management practices. Ensure the successful implementation of departmental/public service policies on matters related to human resource management to adhere to the relevant prescripts/legislation. Provide inputs on the development/amendments of Human Resource Management policies/practices. Prepare and consolidate reports on personnel administration issues. Inform/Guide and advice department/personnel on human resource administration matters to enhance the correct implementation of personnel administration practices/policies. Management of human resources which include, inter alia: Performance Management. Work allocation. Authorize transactions on PERSAL according to delegations. (Act as PERSAL Personnel Controller, if appointed.): Maintenance of PERSAL User Profiles.

ENQUIRIES: Me C.H. Kala, Telephone number: (051) 4472194

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The District Manager: Mtheo District Office, (For attention: Me R. Phuroe), P.O. Box 441, Bloemfontein 9300.

POST 24: SUPPLY CHAIN SPECIALIST

REFERENCE NO: H/S/32

SALARY: R206 982.00 per annum

CENTRE: FEZILE DABI HEALTH DISTRICT: SASOLBURG

REQUIREMENTS: Degree or equivalent qualifications requiring a minimum period of study of 3 years. 6 Years experience in Supply Chain Management. Extensive appropriate experience in management and supervision. Successfully completed LOGIS I and BAS training.

RECOMMENDATIONS: Experience in Accounting and Auditing procedure. Extensive experience in Financial Management. Experience in LOGIS and BAS systems.

DUTIES: Manage and coordinate the implementation and maintenance of Supply Chain Management practices (including LOGIS Transactions): Logistics (Ordering, Payments, Transit In, Transit Out, Warehouse). Assets (Disposals), Loss Control, Demands and Acquisitions. Ensure the successful implementation of departmental/public service policies as well as development of policies on matters related to Supply Chain. Management of Human Resources. Authorize transactions on LOGIS/BAS according to delegations. Ensure effective monitoring and control over financial resources. Prepare in-depth complex reports on supply chain management. Ensure that PFMA requirements are implemented. Empower all clients with information regarding Supply Chain Management to prevent unauthorized, irregular, fruitless and wasteful expenditure.

ENQUIRIES: Ms L. Beneke, Telephone number: (016) 9709318

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The District Manager: Fezile Dabi Health District, (For attention: Mr T.N. Montse), Private Bag X2005, Sasolburg 1947.

POST 25: ASSISTANT DIRECTOR: MANAGEMENT OF LOSSES AND CLAIMS (SUPPLY CHAIN SPECIALIST)

REFERENCE NO: H/S/25

SALARY: R206 982.00 per annum

CENTRE: MANAGEMENT OF LOSSES AND CLAIMS: CORPORATE OFFICE, BLOEMFONTEIN

REQUIREMENTS: Degree/National Diploma in Commerce or related subject. Experience in a supervisory position of at least 3 years not less than salary level 8. Understanding of SCAO Chart. Understanding of PFMA and Treasury Regulations. Understanding of budget and BAS system. Investigation and report writing skills. At least five years experience in handling losses, claims in Supply Chain environment. Valid driver's license.

RECOMMENDATIONS: Computer literacy (MS Word/Excel). Accounting skills. Report

writing skills. Understanding of Transport and Asset Management is an added advantage.

DUTIES: Manage and coordinate the implementation of Supply Chain Management (SCM) practices for Loss Control Division. Investigation of losses, claims, irregular, fruitless and wasteful expenditure cases. Address all Management of Losses and Claims enquiries to ensure the correct implementation of Loss Control policies. Prepare and consolidate reports on Management of Losses and Claims issues. Maintain the loss control register (losses, claims, fruitless and wasteful expenditure). Ability to execute Financial Statements. Managing budget of the Sub-directorate. Inform, guide and advice the department/personnel on Management of Losses and Claims matters to enhance the correct implementation of practices and policies. Management of Human Resources which include training, Performance Management and work allocation. Give full support to the Manager: Management of Losses and Claims.

ENQUIRIES: Mr/Ms L.G. Monyatsi, Telephone number: (051) 4081500

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The Manager: Management of Losses and Claims, (For attention: Mr/Ms L.G. Monyatsi), P.O. Box 227, Bloemfontein 9300.
SALARY: POSTS 25 -32: ALLIED HEALTH PROFESSIONS

Grade I: A basic salary of R173 949.00 per annum. Grade II: A basic salary of R204 906.00 per annum. Grade III: A basic salary of R241 374.00 per annum. (The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation (OSD) for Allied Health Officials.)

REQUIREMENTS: POSTS 25 -32: Registration with the Health Professions Council of South Africa (HPCSA) in the relevant profession (where applicable).

EXPERIENCE: Grade I: None after registration with the HPCSA in the relevant profession (where applicable) in respect of South African qualified employees who performed Community Service, as required in South Africa. One year relevant experience after registration with the HPCSA in the relevant profession (where applicable) in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Grade II: Minimum of 10 years relevant experience after registration with the HPCSA in the relevant profession (where applicable) in respect of South African qualified employees who performed Community Service, as required in South Africa. Minimum of 11 years relevant experience after registration with the HPCSA in the relevant profession (where applicable) in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa. Grade III: Minimum of 20 years relevant experience after registration with the HPCSA in the relevant profession (where applicable) in respect of South African qualified employees who performed Community Service, as required in South Africa. Minimum of 21 years relevant experience after registration with the HPCSA in the relevant profession (where applicable) in respect of foreign qualified employees, of whom it is not required to perform Community Service, as required in South Africa.

POST 26: PHYSIOTHERAPIST GRADE I - III

REFERENCE NO: H/P/65

CENTRE: XHARIEP DISTRICT OFFICE

REQUIREMENTS: Valid South African driver's license. Computer literacy.

RECOMMENDATIONS: Relevant clinical experience. At least one year post graduate physiotherapy. Experience (Completion of Community Services).

DUTIES: Deliver clinical Physiotherapy Services Level II and III patients. Assessment, treatment and rehabilitation of patients/clients. Patient education and health promotion events. Implement prescribed guidelines and procedures. Performing relevant administrative functions. Supervision and training of students from the University of the Free State.

ENQUIRIES: Me N.P. Tshgare, Telephone number: (051) 4472777

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The District Manager: Xhariep District, (For attention: Mr T.N. Monatisa), Private Bag X20710, Bloemfontein 9300.

POST 27: ORAL HYGIENIST GRADE I – III (2 POSTS)

REFERENCE NO: H/O/13

CENTRE: FEZILE DABI HEALTH DISTRICT

DUTIES: Screening at schools. Oral hygiene instructions at schools and clinics. Brushing programmes.

ENQUIRIES: Dr D.M. Killian, Telephone number: (056) 8162100

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The District Manager: Fezile Dabi Health District, (For attention: Mr T.N. Montse), Private Bag X2005, Sasolburg 1947.

POST 27: ORAL HYGIENIST GRADE I - III

REFERENCE NO: H/O/14

CENTRE: PHEKOLONG/NKETOANA HOSPITAL COMPLEX

RECOMMENDATIONS: Good interpersonal skills. A valid driver's license.

DUTIES: Oral health education and promotion. Clinical services within scope of practice. Administrative duties, data collection and reports. Code of Conduct – Batho Pele Principles of the Public Service. Reception duties. Work with the mobile unit in other regions.

ENQUIRIES: Dr G. De Villiers, Telephone number: (058) 3034751

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The Chief Executive Officer: Phekolong/Nketoana Hospital Complex, (For attention: Dr G. De Villiers), Private Bag X1, Bethlehem 9700.

POST 28: OCCUPATIONAL THERAPIST GRADE I - III

REFERENCE NO: H/O/15

CENTRE: BOITUMELO REGIONAL HOSPITAL: KROONSTAD

REQUIREMENTS: Driver's license.

DUTIES: Render an Occupational Service in the Psychiatric Unit that complies with norms and standards as indicated in Health Policies. May be required to assist in general Occupational Therapy Section on request. Monitoring and implementation of sectional and provincial quality measures in own area of work. Monitor proper utilization of allocated financial and physical resources. Participate in and take responsibility for own continuing professional development according to the regulations of the HPCSA. Contribute to management of allocated human resources including supervision and performance appraisal according to the regulations/policies of the Department. Promotion and marketing of Occupational Therapy service in the hospital and community.

ENQUIRIES: Me S. Els, Telephone number: (056) 2165200

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The Chief Executive Officer: Boitumelo Regional Hospital, (For attention: Me Joy Roberts), Private Bag X47, Kroonstad 9500.

POST 29: DIAGNOSTIC RADIOGRAPHER GRADE I - III

REFERENCE NO: H/R/16

CENTRE: DIHLABENG REGIONAL HOSPITAL: BETHLEHEM

RECOMMENDATIONS: A valid driver's license.

DUTIES: Imaging patients for diagnostic purposes through utilization of radiation.

ENQUIRIES: Mr/Ms S. Dikosi, Telephone number: (058) 3035331

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The Chief Executive Officer: Dihlabeng Regional Hospital, (For attention: Mr/Ms T. Harris), Private Bag X3, Bethlehem 9700.

POST 30: ENVIRONMENTAL HEALTH OFFICER GRADE I – GRADE III

REFERENCE NO: H/E/6

CENTRE: DIHLABENG HOSPITAL: BETHLEHEM

RECOMMENDATIONS: Good communication skills (written and verbal). Computer literate.

DUTIES: Strengthen the management of Hazardous Substance Programme in terms of the Hazardous Substance Act, 1973. Support the implementation and participation in Health Settings Projects. Support the epidemiological investigations relating to the outbreaks of diseases that implementations of pollution control, Health and Hygiene Education programs, and Health Care Risk Waste Management. Oversee the deployment of Community Service Environmental Health Practitioners.

ENQUIRIES: Mr Oliphant, Telephone number: (058) 3035331

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The Chief Executive Officer: Dihlabeng Hospital, (For attention: Me T Harris Private Bag X3, Bethlehem, 9700.

POST 31: ENVIRONMENTAL HEALTH OFFICER GRADE I – GRADE III

REFERENCE NO: H/E/8

CENTRE: METSIMAHOLO DISTRICT HOSPITAL: SASOLBURG

RECOMMENDATIONS: Negotiation skills, communication skills (written and verbal). Ability to work under pressure.

DUTIES: Ensure the implementation of Port Health and Food Control in the District. Strengthen the management of Hazardous Substance Programme in terms of the Hazardous Substance Act, 1973. Support the implementation and participation in Health Settings Projects. Support the epidemiological investigations relating to the outbreaks of diseases that implementations of pollution control, Health and Hygiene Education programs, and Health Care Risk Waste Management. Oversee the deployment of Community Service Environmental Health Practitioners.

ENQUIRIES: Mr N.E. Bose, Telephone number: (016) 9709433

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The Chief Executive Officer: Metsimaholo District Hospital, (For attention: Mr N.E. Bose), Private Bag X2017, Sasolburg 1947.

POST 32: ARTISAN FOREMAN GRADE A

REFERENCE NO: H/A/35

SALARY: R165 666.00 per annum. (The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation (OSD) for Artisans.)

CENTRE: PHUMELELA DISTRICT HOSPITAL: VREDE

REQUIREMENTS: A completed apprenticeship and proof of passing a Trade Test in terms of the provisions of Section 13(2)(h) of the Manpower Training Act, 1981, as amended or a certificate issued under the provisions of Section 28 and 30 of the Manpower Training Act, 1981, as amended or a certificate issued under the provisions of the repealed Section 27 of the Act referred to. 5 Years post qualification experience as an Artisan. A valid driver's license. Computer literate. Ability to work under pressure.

RECOMMENDATIONS: Good written and verbal communication skills. Ability to work in a multi-disciplinary team.

DUTIES: Routine inspection. Maintenance on all mechanical equipment in all departments. Emergency repairs. Checking and repairing of all Filter & Turner requests.

ENQUIRIES: Me A.M. Kirchner, Telephone number: (058) 9131044

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The Chief Executive Officer: Phumelela District Hospital, (For attention: Mr B.J. Moloi), Private Bag X6, Vrede 9835.

POST 33: ARTISAN GRADE A-C (AIR-CONDITIONING AND REFRIGERATION)

REFERENCE NO: H/A/26

SALARY: Artisan Grade A: A basic salary of R103 806.00 per annum. Artisan Grade B: A basic salary of R122 277.00 per annum. Artisan Grade C: A basic salary of R142 749.00 per annum. (The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation (OSD) for Artisans.)

CENTRE: DR J.S. MOROKA DISTRICT HOSPITAL

REQUIREMENTS: Relevant Trade Test Certificate. (A completed apprenticeship and proof of passing an official trade test under the provisions of Section 13(2)(h) of the Manpower Training Act, 1981). A complete apprenticeship and proof of passing a trade test in terms of the provisions of Section 13(2)(h) of the Manpower Training Act, 1981, as amended or a certificate issued under the provisions of Section 28 or 30 of the Manpower Training Act, 1981, as amended or a certificate issued under the provisions of the repealed Section 27 of the Act referred to. Appropriate experience in maintenance facility buildings. Valid driver's license.

RECOMMENDATIONS: Good interpersonal skills and interpersonal relation skills.

DUTIES: Electrical maintenance of Dr J.S. Moroka/Mantsopa Complex. Attend maintenance meetings within and outside the institution. Advice the Head of the section on maintenance specifications and work done by private contractors. Ensure the Health and Safety Acts and Policies are adhered to. Fulfill the additional tasks given and give daily reports. Attend to emergency calls after hours and over the weekends. Handling of enquiries on service deliveries.

ENQUIRIES: Mr E.M. Matsheka, Telephone number: (051) 8739 952 / 873 9820

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The Chief Executive Officer: Dr J.S. Moroka District Hospital, (For attention: Mr G.J. Molokoane), Private Bag X707, Seloshesha 9783.

POST 34: ARTISAN GRADE A-C (FITTER AND TURNER)(3 POSTS)

REFERENCE NO: H/A/27

SALARY: Artisan Grade A: A basic salary of R103 806.00 per annum (determined by OSD). Artisan Grade B: A basic salary of R122 277.00 per annum (determined by OSD).



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Artisan Grade C: A basic salary of R142 749.00 per annum (determined by OSD) (The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation (OSD) for Artisans.)

CENTRE: DR J.S. MOROKA DISTRICT HOSPITAL

REQUIREMENTS: Relevant Trade Test Certificate. (A complete apprenticeship and proof of passing official trade test under the provisions of Section 13(2)(h) of the Manpower Training Act, 1981) or certificate issued under the provisions of Section 28 and 30 of the Manpower Training Act, 1981 as amended, or a certificate issued under the provisions of the repealed Section 27 of the Act referred to. Valid driver's license.

RECOMMENDATIONS: Good interpersonal skills and interpersonal relation skills.

DUTIES: Supervision of Artisan Assistants allocated to him/her. Participate in programs to improve quality of services. Repairs boiler, motor and mechanically related duties. Ensure that all operations and activities are in accordance with Occupational Health and Safety Act. Work with other Artisans in cases where a combined effort is needed.

ENQUIRIES: Mr E.M. Matsheka, Telephone number: (051) 8739952 / 8739820

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The Chief Executive Officer: Dr J.S. Moroka District Hospital, (For attention: Mr G.J. Molokoane), Private Bag X707, Seloshesha 9783.

POST 35: ARTISAN GRADE A-C (FITTER AND TURNER)

REFERENCE NO: H/A/28

SALARY: Artisan Grade A: A basic salary of R103 806.00 per annum (determined by OSD). Artisan Grade B: A basic salary of R122 277.00 per annum (determined by OSD). Artisan Grade C: A basic salary of R142 749.00 per annum (determined by OSD) (The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation (OSD) for Artisans.)

CENTRE: DR J.S. MOROKA DISTRICT HOSPITAL

REQUIREMENTS: Relevant Trade Test Certificate. (A complete apprenticeship and proof of passing official trade test under the provisions of Section 13(2)(h) of the Manpower Training Act, 1981) or a certificate issued under the provisions of Section 28 and 30 of the Manpower Training Act, 1981 as amended, or a certificate issued under the provisions of the repealed Section 27 of the Act referred to. Valid driver's license.

RECOMMENDATIONS: Good interpersonal skills and interpersonal relation skills.

DUTIES: Supervision of Artisan Assistants allocated to him/her. Participate in programs to improve quality of services. Repairs boiler, motor and mechanically related duties. Ensure that all operations and activities are in accordance with Occupational Health and Safety Act. Work with other Artisans in cases where a combined effort is needed.

ENQUIRIES: Mr E.M. Matsheka, Telephone number: (051) 8739 952 / 8739820

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The Chief Executive Officer: Dr J.S. Moroka District Hospital, (For attention: Mr G.J. Molokoane), Private Bag X707, Seloshesha 9783.

POST 36: ARTISAN GRADE A-C (ELECTRICAL)

REFERENCE NO: H/A/29

SALARY: Artisan Grade A: A basic salary of R103 806.00 per annum (determined by OSD). Artisan Grade B: A basic salary of R122 277.00 per annum (determined by OSD). Artisan Grade C: A basic salary of R142 749.00 per annum (determined by OSD)(The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation (OSD) for Artisans.)

CENTRE: DR J.S. MOROKA DISTRICT HOSPITAL

REQUIREMENTS: Relevant Trade Test Certificate. (A complete apprenticeship and proof of passing official trade test under the provisions of Section 13(2)(h) of the Manpower Training Act, 1981). Certificate of a Wireman's License from Department of Labour. Appropriate experience in high current voltage. Valid driver's license.

RECOMMENDATIONS: Good interpersonal skills and interpersonal relation skills.

DUTIES: Prevention maintenance: the assembly, installation, maintenance and repairs of mainly electrical equipment with relatively carrying capacity (e.g. wiring, electro mechanical, switching and control and electrical motors). Formal and informal in-service training and supervision of as well as advice to skilled and unskilled workers. Overall responsible for the most cost effective, safe and efficient operation of equipment. Control and inspect the work of workers. Responsible for quality control. Will be required to work overtime and to do overtime.

ENQUIRIES: Mr E.M. Matsheka, Telephone number: (051) 8739952 / 8739820

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The Chief Executive Officer: Dr J.S. Moroka District Hospital, (For attention: Mr G.J. Molokoane), Private Bag X707, Seloshesha 9783.

POST 37: ARTISAN GRADE A-C (ELECTRICAL)

REFERENCE NO: H/A/30

SALARY: Artisan Grade A: A basic salary of R103 806.00 per annum (determined by OSD). Artisan Grade B: A basic salary of R122 277.00 per annum (determined by OSD). Artisan Grade C: A basic salary of R142 749.00 per annum (determined by OSD) (The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation (OSD) for Artisans.)

CENTRE: DR J.S. MOROKA DISTRICT HOSPITAL

REQUIREMENTS: Relevant Trade Test Certificate. (A complete apprenticeship and proof of passing official trade test under the provisions of Section 13(2)(h) of the Manpower Training Act, 1981). Certificate of a Wireman's License from Department of Labour. Appropriate experience in high current voltage. Valid driver's license.

RECOMMENDATIONS: Good interpersonal and interpersonal relation skills.

DUTIES: Assist to ensure effective supervision and management of the Electrical Workshop within the Technical Service Division. Assist to ensure the implementation of Dr J.S. Moroka/Mantsopa Complex communication strategy. Assist to ensure effective Management of Risks and the implementation of the Occupational Health & Safety Legislation and Disaster Management in the Electrical Workshop within the Technical Service Division of the Complex. Assist to ensure management of the personnel from the Electrical Workshop in line with the Complex.

ENQUIRIES: Mr E.M. Matsheka, Telephone number: (051) 8739 952/ 873 9820

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The Chief Executive Officer: Dr J.S. Moroka District Hospital, (For attention: Mr G.J. Molokoane), Private Bag X707, Seloshesha 9783.

POST 38: ARTISAN GRADE A-C

REFERENCE NO: H/A/31

SALARY: Artisan Grade A: A basic salary of R103 806.00 per annum (determined by OSD). Artisan Grade B: A basic salary of R122 277.00 per annum (determined by OSD). Artisan Grade C: A basic salary of R142 749.00 per annum (determined by OSD) (The salary will be determined by the qualifications and experience according to

Occupational Specific Dispensation (OSD) for Artisans.)

CENTRE: FEZILE DABI DISTRICT OFFICE

REQUIREMENTS: Appropriate Trade Test Certificate. Valid driver's license.

DUTIES: To render technical design, production, operation and maintenance services: Design, Production and maintenance. Perform administrative and related functions: Maintain expertise.

ENQUIRIES: Mr T.N. Montse, Telephone number: (016) 9709310

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The District Manager: Fezile Dabi Health District, (For attention: Mr T.N. Montse), Private Bag X2005, Sasolburg 1947.

APOST 38: ARTISAN (PLUMBER) GRADE A - C

REFERENCE NO: H/A/44

SALARY: Artisan (Plumber) Grade A: A basic salary of R103 806.00 per annum. Artisan (Plumber) Grade B: A basic salary of R122 277.00 per annum. Artisan (Plumber) Grade C: A basic salary of R142 749.00 per annum. (The salary will be determined by the qualifications and experience according to Occupational Specific Dispensation (OSD) for Artisans.)

CENTRE: BOITUMELO REGIONAL HOSPITAL: KROONSTAD

REQUIREMENTS: A completed apprenticeship and proof of passing a trade test in terms of the provisions of Section 13(2)(h) of the Manpower Training Act, 1981, as amended or a certificate issued under the provisions of Section 28 and 30 of the Manpower Training Act, 1981, as amended or a certificate issued under the repealed Section 27 of the Act referred to. NTC 2 Certificate. Experience as a Plumber. A valid driver's license (Code EB).

RECOMMENDATIONS: Proof of experience as a Plumber will be an advantage.

DUTIES: To render technical design, production, operation and maintenance services. Plan, monitor and attend to job requests in respect of physical repair and maintenance. Must be willing to do standby duties. Knowledge and experience of steam pipelines. Responsible for administrative related functions and ordering of goods. Stand in for Artisan Foreman when needed. Must be multi skilled.

ENQUIRIES: Mr P. Moloto, Telephone number: (056) 2165322

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The Chief Executive Officer: Boitumelo Regional Hospital, (For attention: Me J. Roberts), Private Bag X47, Kroonstad 9500.

POST 39: PERSONAL ASSISTANT TO PROJECT MANAGER: NURSING SKILL MIX MODEL

REFERENCE NO: H/P/68

SALARY: R140 208.00 per annum

CENTRE: PROVINCIAL HOSPITAL SERVICES CHIEF DIRECTORATE: CORPORATE OFFICE, BLOEMFONTEIN

REQUIREMENTS: An appropriate Secretarial Diploma or equivalent qualifications and/or experience in rendering support service to Senior Management. Language skills and the ability to communicate with people at different levels and from different backgrounds. Good telephone etiquette. Fully computer literate. Knowledge on relevant legislation/policies/prescripts/procedures. Sound organizing written communication skills. Basic knowledge on financial administration.

RECOMMENDATIONS: Ability to work under pressure. Good verbal and written communication skills. Problem solving skills.

DUTIES: Perform advanced typing work. Record the engagements of the Project Manager. Utilize discretion to decide whether or not to decline or refer to other employees request for meetings, based on the urgency of the matter. Coordinate with the Project Manager regarding engagements. Rendering an administrative support service. This entails, inter alia, the following: Ensure the effective flow of information and documents to and from the office of the Project Manager. Ensure the safekeeping of all documentation in the office of the Project Manager in line with relevant legislation and policies. Obtain inputs, collates and compile reports, e.g. progress reports, monthly reports and management reports. Scrutinizes routine submissions/reports and make notes and/or recommendations for the Project Manager. Collects, analyzes and collates information requested by the Project Manager. Ensures that travel arrangements are well coordinated. Provides support to the Project Manager regarding meetings. This entails, inter alia, the following: Scrutinizes documents to determine action/information and other documents required for meetings. Collects and compiles all documents for the Project Manager to inform him/her on the contents. Records minutes/decisions and communicates to relevant role players. Prepare briefing notes for the Project Manager as required.

ENQUIRIES: Ms P.J. Hansen, Telephone number: (051) 4081363

APPLICATION FOR THE DEPARTMENT OF HEALTH TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to The Senior Manager: Human Resource Management, (For attention: Ms P.J. Hansen), P.O. Box 227, Bloemfontein 9300.

ADVERTISEMENTS APPROVED BY: ME C M J BLOM SENIOR MANAGER: HUMAN RESOURCE MANAGEMENT

DEPARTMENT OF PUBLIC WORKS

Directions to applicants: Applications must be submitted on formZ.83, obtainable from any Public Service Department and must be accompanied by certified copies of qualifications (a transcript of results must be attached), driver's license, identity document and a C.V. (Separate application for every vacancy). Applicants are requested to complete the Z83 form properly and in full. Qualification certificates must not be copies of certified copies. Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their applications are posted or hand delivered timeously. Candidates who possess foreign qualifications and/or short courses certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA), and must please attach proof of the level of their qualifications after evaluation on all applications. No e-mailed or faxed applications will be considered. 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 was unsuccessful.

DIRECTOR WORKS CONSTRUCTION AND MAINTENANCE

REFERENCE NO: PW 11/22

SALARY: SMS Level 13 – An all-inclusive package of R685 200 per annum. The remuneration package consists of 60% basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance.

CENTRE: BLOEMFONTEIN

REQUIREMENTS: An appropriate recognized Bachelor's degree or equivalent qualification augmented by an extensive management background. Registration as Professional/Candidate Professional will be an added advantage; Appointment is subject

to the following: Performance Agreement, Vetting, SMS Contract and Financial Disclosure. Driver license (code 8)

DUTIES: To oversee the construction of new facilities and to upgrade, rehabilitate and maintain existing facilities as identified in consultation with the Client Departments namely, Education, Health, Social Development and others. Oversee the supply, construction and maintenance of public works infrastructure. Provision of technical support and advice on construction and maintenance of infrastructure; Visit building sites and regions to conduct inspections on site and monitor progress and quality of work on related projects; Allocation of resources to internal projects, controlling and monitoring of projects run by consulting engineers or companies as well as Departmental Project Teams; Overall supervision of construction and maintenance projects implemented at district level; Advise on the development and maintenance of policy, methods, practices and standards on quality services; Developing, refining and adjusting policies, standards, directives and procedures as required by delegated powers and relevant safety legislation; Efficiently manage human capital to ensure continuous supply of suitably qualified construction professionals. Efficiently manage human capital to ensure continuous supply of suitably qualified construction professionals. Administer all budget and financial management matters.

ENQUIRIES: Mr MT Thebe, Telephone number: (051) 403 3331

DIRECTOR SUPPLY CHAIN MANAGEMENT

REFERENCE NO: PW 11/23

SALARY: SMS Level 13 – An all-inclusive package of R685 200 per annum. The remuneration package consists of 60% basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance.

CENTRE: BLOEMFONTEIN

REQUIREMENTS: An appropriate 3-year Bachelor's Degree/National Diploma or equivalent NQF Level 6 qualification in Supply Chain/Financial/General or Public Management with proven managerial experience. Excellent written and verbal communication skills. Driver license (code 8). Appointment is subject to the following: SMS Competency Assessments, Performance Agreement, Vetting, SMS Contract and Financial Disclosure

DUTIES: Strategically manage and coordinate the consistent and accountable implementation of the Supply Chain Management Framework and the Preferential Procurement Policy Framework, Ensure clear policies and procedures are being followed in the procurement of goods and services, Ensure the Department keeps abreast with SCM best practices and Government requirements and promote the consistent application of "best practices" throughout the Department's supply chain, Ensure that effective SCM performance measurements are identified, tracked and reported, Ensure that a preferred vendor database is maintained, Ensure that goods and services are procured using the optimum strategy and techniques, Ensure that the acquisition process follows the norms and standards set out by the Supply Chain Management Framework, Ensure an open and transparent Bid Process and that all bid documentation and contracts are legally and technically correct, Ensure that all contracts contain Service Levels Agreements which ensure high quality service delivery and value to the Department, Ensure that effective and efficient processes are followed in terms of distribution and storage of stock, Ensure that suppliers are paid within the prescribed time-frames, Ensure the management of Logistical Information Management System, Ensure and manage the development and implementation of an Asset and Disposal Management Strategy. Ensure the effective management of the Budget and other resources of the Directorate.

ENQUIRIES: Me M Tlali, Telephone number: (051) 403 3657

APPLICATION FOR THE DEPARTMENT OF PUBLIC WORKS TO BE SUBMITTED TO: Head: Public Works, Human Resources Management Directorate, P.O. Box 7551, BLOEMFONTEIN, 9300 or Applications that are hand delivered must be brought to the Foyer of Lebohong Building where they must be placed in the appropriately marked box at: Security Ground Floor, Lebohong Building, St. Andrews Street, Bloemfontein. **NO APPLICATIONS WILL BE ACCEPTED BY STAFF IN OFFICES IN THE BUILDING.**

DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT

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

Directions to applicants: Applications must be submitted on formZ.83, obtainable from any Public Service Department and must be accompanied by certified copies of qualifications (a transcript of results must be attached), driver's license, identity document and a C.V. (Separate application for every vacancy). Applicants are requested to complete the Z83 form properly and in full. Qualification certificates must not be copies of certified copies. Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their applications are posted or hand delivered timeously. Candidates who possess foreign qualifications and/or short courses certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA), and must please attach proof of the level of their qualifications after evaluation on all applications. No e-mailed or faxed applications will be considered. 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 was unsuccessful.

STATE VETERINARIAN (2 POSTS)

REFERENCE NO: SV

SALARY: Level 11 – An all inclusive salary package of R406 839 per annum. The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance per annum

CENTRE: KROONSTAD AND THABA NCHU

REQUIREMENTS: BVSc Degree. Registration with SAVC. Valid driver's licence (code EB). Computer skills.

DUTIES: Rendering a Veterinary Health service, which would, inter alia, entail the following: Implement and maintain surveillance measures (e.g. Early warning systems), identify controlled and non-controlled diseases, implement control measures. Undertake surveys to establish the economically important diseases / conditions. Ensure that Animal Health Technicians involved in rendering an Animal Health service are properly trained to comply with the requirements of the Act. Ensure that animals are branded in accordance with the Branding of Animals Act. Issue permits and health certificates for the movement of animals across borders / free and contaminated zones. Ensure farmers and Animal Health Technicians follow the correct procedures and methods to collect samples. To provide training and awareness programs (extension services) to communities with regard to Animal Health, which would include, inter alia, the following: Determine needs of communities through liaison with community leaders and other members. Determine interventions required to address the needs. Implement the required interventions. Monitor the impact of the interventions. Render a Veterinary Laboratory Diagnostic and Advisory service, which would, inter alia, entail the following: (i) Undertake post mortem, farm investigations and other examinations to identify diseases. Analyse and interpret laboratory diagnostic test results. Provide advice on the results of the diagnostic tests. Liaise with the public, farmers, and organized agriculture on the prevention and treatment of diseases. Develop and implement new procedures, techniques and / or equipment to ensure that an efficient and effective Veterinary Diagnostic service is rendered. Ensure



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farmers and Animal Health Technicians follow the correct procedures and methods to collect samples. Render an animal disease surveillance service which would, inter alia, entail the following: Monitoring of controlled and non-controlled diseases through laboratory tests. Develop, maintain and implement disease surveillance programs. Investigate animal diseases of national and international importance. Implement contingency plans and conduct risk assessments for the outbreak of diseases. Render a VPH service, which would, inter alia, entail the following: Inspect slaughter and sterilization to ensure the maintenance of basic hygiene standards. Inspect meat and ensure that condemned meat is disposed of according to the relevant legislation. Ensure that abattoirs comply with the requirements for registration with the relevant authorities. Monitor illegal slaughter and take corrective action when necessary. Monitor import / export animal products and handling facilities to ensure compliance with the standards required by international prescripts. Audit hygiene systems and processes in slaughter and sterilization facilities to ensure compliance with prescribed standards e.g. HAS (Hygiene Assessment System). Issue certificates on the compliance of animal products with the requirements of legislation. Ensure that Meat Inspectors comply with the requirements of the Meat Hygiene Act. Provide training and awareness programs (extension services) to communities with regards to VPH which would include, inter alia, the following: Determine needs of communities through liaison with community leaders and other members. Determine interventions required to address the needs. Implement the required interventions. Monitor the impact of the interventions. Perform all administrative and related functions which would include, inter alia, the following: Develop, implement and maintain databases. Compile reports as required (quarterly and annually). Provide inputs and proposals to functional policies. Comply with the Public Service prescripts eg. The utilization of stores and equipments, S & T etc. Provide inputs for the Operational Plan of the Veterinary Unit. Supervise the staff of the State Vet Office Keep up to date with regard to the applicable prescripts, policies, procedures, technologies and new developments to be able to render an efficient and effective veterinary service e.g. animal health, veterinary public, health, veterinary diagnostics). Monitor and study the Animal Health, Veterinary Public Health, Veterinary Diagnostic legal and policy frameworks continuously to enable him / her to perform the Animal Health functions according to the required standards. Study professional journals and publications to ensure that cognisance is taken of new developments. Keep abreast of the latest developments in Animal Health, Veterinary Public Health, Veterinary Diagnostic technologies.

ENQUIRIES: Dr K Mojapelo, Telephone Number: (051) 4363677

MANAGER: LABORATORY AND EPIDEMIOLOGY SERVICES (1 POST)

REFERENCE NO: MAN/LAB

SALARY: Level 11 – An all inclusive salary package of R406 839 per annum. The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance per annum.

CENTRE: BLOEMFONTEIN

REQUIREMENTS: BVSc Degree. Registration with SAVC. Valid driver's licence (code EB). Computer skills

DUTIES: Render a support service to the office of the Director Veterinary Services in all matters relating to Laboratory Diagnostic and Epidemiology Services. Manage and provide tactical leadership in the provision of laboratory diagnostic services. Manage and provide tactical leadership in the investigation of other factors contributing to disease outbreaks. Develop, implement and review herd health programs suitable for the different districts based on epidemiological research findings. Financial management, including budgeting, facilitation of procurement processes and expenditure control. Liaise and attend meetings with stakeholders and role players in the fields of epidemiology and laboratory diagnostic services.

ENQUIRIES: Dr K Mojapelo, Telephone number: (051) 4363677

SNR AGRICULTURAL ECONOMIST (AGRICULTURAL MARKETING) (1 POST)

REFERENCE NO: SAE

SALARY: Level 9 – A basic salary of R206 982 per annum

CENTRE: GLEN: AGRICULTURAL ECONOMICS SECTION

REQUIREMENTS: Appropriate Hons degree or equivalent qualification with Economics and / or Agricultural Economics as major subjects. 3 years relevant experience required Valid driver's license
RECOMMENDATIONS: Advanced computer skills. Advanced negotiation skills. Advanced knowledge of economic and financial analytical techniques.

DUTIES: Continuous in-depth study/ research of developments/ patterns/ trends in agricultural marketing. Undertake and oversee the analysis/identification of economic questions/challenges in agricultural marketing (specific districts/ areas, specific industries, and specific events/circumstances) pertaining to legislation/ strategy/ policy/ initiatives/ interventions. Undertake and oversee the application, adaptation and/or development of models based on the current situation to forecast / project possible scenarios. Undertake and oversee the compilation of the final output e.g. reports, information documents, etc. *Undertake and oversee the provision of advice to internal & external stakeholders on the impact of forecasts for decision-making, initiatives and / or interventions within agricultural marketing. Undertake and oversee the development and evaluation of agricultural marketing plans. Undertake and oversee the facilitation of access to market outlets by supporting development projects to establish market linkages and identification of possible markets. Establish and maintain a network for liaison regarding agricultural marketing analysis with institutions other role-players. Perform certain administrative and related functions

ENQUIRIES: Mr H Janse van Rensburg, Telephone Number: 051 861 8435

MANAGER: FINANCIAL ACCOUNTING (1 POST)

REFERENCE NO: FIN/ACC

SALARY: Level 11 – An all inclusive salary package of R406 839 per annum. The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance

CENTRE: BLOEMFONTEIN/ GLEN: FINANCIAL ACCOUNTING SECTION

REQUIREMENTS: B Comm. Degree with Accounting and Tax. 3 – 5 year's experience in a finance environment. 3 – 5 year's managerial experience

RECOMMENDATIONS: Good understanding of regulatory framework for the Public Service, i.e. PFMA, Treasury Regulations, the Public Service Act, etc. Thorough knowledge and experience of BAS, PERSAL and LOGIS. Good communication and interpersonal skills. Must be computer literate with thorough experience and knowledge of MS Excel. Good people management skills

DUTIES: Provide effective and efficient revenue and expenditure management service Provide effective and efficient Payroll and Tax Management Service. Provide effective and efficient Cash Management Service. Assist with Risk Management and annual audit Assist with the compilation of Annual Financial Statements. Coordinate monthly reporting, management of control accounts, monthly and annual closure procedures

Train and develop staff members. Manage and supervise subordinates
ENQUIRIES: Ms F Claassen, Telephone number: 051 506 1625

ANIMAL HEALTH TECHNICIAN (1 POST)

REFERENCE NO: AHT

SALARY: Level 8 – A basic salary of R174 117 per annum

CENTRE: MOTHEO DISTRICT: BOTSHABELO

REQUIREMENTS: National Diploma in Animal Health. Registration with the SA Veterinary Council as Animal Health Technician. A valid driver's licence Code 08

DUTIES: Plan and implement disease control measures, which would, inter alia, entail the following: (i) Administer vaccinations for animal diseases (e.g. Rabies, Brucellosis, and Anthrax). (ii) Collect specimens, examine and dispatch samples with regard to animal diseases e.g. CA, Rabies, Sheep Scab and collection of census data regarding farm animals (iii) Conduct inspections of livestock for the presence of notifiable diseases. (iv) Participate in campaigns and other activities aimed at eradicating the spread of animal diseases. Render a support service to the State Veterinarian with regard to animal disease control, reproduction advancement, sample collection and law enforcement, which would, inter alia, entail the following: (i) Conducting inspections of animals, animal products, vaccine distribution points and installations where animal products are processed. (ii) Assisting the State Veterinarian with investigations relating to surveys, post mortems and animal diseases e.g. Sheep Scab and Rabies. (iii) Obtaining and processing of epidemiological and other data. (iv) Collection of samples for analysis by the State Veterinarian and laboratory. (v) Enforce animal disease legislation at auctions, veterinary road blocks, border posts, etc. Provide extension services on animal health to animal owners, which would, inter alia, entail the following: (i) Determine the needs of farmers, communities through liaison with them, (ii) Initiate meetings, gatherings and farmers days for the promotion of animal health and production. (iii) Do presentations at extension programs, farmers' days, etc. Perform administrative and related functions which would entail the following: (i) Populate databases and registers. (ii) Compile and submit monthly and quarterly reports. (iii) Provide inputs to the operational plan for Animal Health Unit.

ENQUIRIES: Mr E Monyaki, Telephone Number: 051 4363677

ADMINISTRATIVE OFFICER (1 POST)

REFERENCE NO: AO/DC 20

SALARY: Level 7 – A basic salary of R140 208 per annum

CENTRE: FEZILE DABI DISTRICT: SASOLBURG

REQUIREMENTS: An appropriate three year tertiary qualification or equivalent qualification.

RECOMMENDATIONS: Appropriate exposure in Logis and BAS is an advantage. High level of computer literacy. Good communication and writing skills

DUTIES: Render administrative support for corporate and financial management functions in the District. Check and monitor the progress of the component. Check all incoming work and distribute work amongst staff. Update staff progress reports and maintain staff reports. Check and approve claims submitted by staff. Write supervisory reports Approve various leave forms. Manage staff component of the Administration Section Ensure compliance to Supply Chain Management policy and any other relevant government relations.

ENQUIRIES: Mr G Madiba: Telephone Number: (016) 976 2003

LABORATORY ASSISTANT (1 POST)

REFERENCE NO: LAB/ASST

SALARY: Level 4 – A basic salary of R79 104 per annum

CENTRE: KROONSTAD VETERINARY LABORATORY

REQUIREMENTS: Grade 12 or equivalent qualification. No experience required

DUTIES: Prepare samples for the determination of i.e. chemical residues, pH, EC, Mycology etc. which would, inter alia, entail the following: Labelling of samples. Collection / taking samples for preparation (i.e. blood, water, soil, tissue). Preparation of sample material by e.g. weighing, drying, cutting etc. Preparation and staining of smears Preparation of media (eliza kits). Preparation of stains, buffers and reagents. Storage of samples. Packing and/or transport samples. Assist in decontamination and disposal of used samples. Removal of waste. Perform routine analysis of samples under mentorship/ supervision of senior personnel which would include inter alia the following: Visual inspection and collection of infected. Material if applicable. Perform extractions and basic analyses of samples. Perform bacterial isolations and confirmatory tests. Assist in routine identification of various types of pests/diseases (including bacteria, parasites, etc.) Record analyses results. Perform basic maintenance on selected equipment and instrumentation. Report all faulty equipment and instrumentation. Maintain tidiness of laboratories; clean/sterilize glassware and equipment. Perform basic maintenance and control functions of animal production stock: Daily care of animals (i.e. cleaning of water troughs and adding health treatments to feed). Moving animal between camps. Report unhealthy animals, mortalities and have post mortems done. Perform administrative and related functions, which would, inter alia, entail the following: Inventory control of equipment and consumables for equipment. Record keeping and updating of identified registers (i.e. Registration book, Sample referral; Samples received, records of results, inventory of standards, reagents and chemicals). Assist with invoicing of analyses. Comply to health and safety regulations

ENQUIRIES: Dr K Mojapelo, Telephone Number: 051 4363677

ENGINEERING TECHNICIAN (1 POST)

REFERENCE NO: ET

SALARY: A basic salary of between R159 978 and R 208 197 per annum (plus medical and pension benefits and bonus) (the offer will be based on the applicant's proven years of experience and registration).

CENTRE: MOTHEO DISTRICT: THABA NCHU

REQUIREMENTS: National Diploma in Civil Engineering. Compulsory registration with the Engineering Council of South Africa as a Professional Engineering Technician. A valid driver's licence

TECHNICAL COMPETENCIES: Project management. Technical design and analysis knowledge. Computer-aided engineering applications. Knowledge of legal compliance Technical report writing.

GENERIC COMPETENCIES: Problem solving and analysis. Decision making. Creativity Team work.

DUTIES: Render technical services under supervision: (i) Assist Engineers, Technologists and associates in field, workshop and technical office activities; (ii) Promote safety in line with statutory and regulatory requirements; (iii) Evaluate existing standard drawings and procedures to incorporate new technology; (iv) Produce plans with specifications and submit for evaluation and approval by the relevant authority Perform administrative and related functions: (i) Provide inputs into the budgeting process as required; (ii) Compile and

submit reports as required; (iii) Provide and consolidate inputs to the technical/ engineering operational plan; (iv) Develop, implement and maintain databases; and (v) Supervise and control technical and related personnel and assets. Research and development: (i) Keep up with new technologies and procedures; (ii) Research/literature studies on technical engineering technology to improve expertise; (iii) To liaise with relevant bodies/councils on engineering-related matters; (iv) Follow approved programme of development for registration purposes.

ENQUIRIES: Mr B Strauss, Telephone number: (051) 861 8432

MANAGER: STRATEGIC CORPORATE COMMUNICATION (1 POST)

REFERENCE NO: MAN/COMM

SALARY: Level 11 – An all inclusive salary package of R406 839 per annum. The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance per annum.

CENTRE: BLOEMFONTEIN / GLEN

REQUIREMENTS: An appropriate 3 year Degree or equivalent qualification in Communication or extensive experience in Communication or Relevant experience on Assistant Manager level and Valid driver's licence (code EB).

DUTIES: Strategic direct, plan, organise and manage implementation of Strategic Communication. Plan, manage and coordinate resources to ensure effective resource utilization. Oversee, plan, manage and control implementation of stakeholder relations Oversee, plan, manage and control to enhance the Department al image through media management. Oversee, plan, manage the implementation and compliance to Archival Legislation and Access to Information Act. Manage, control and oversee sub-directorates budget.

ENQUIRIES: Mr V G Mlambo, Telephone number: 051 861 8420

APPLICATION FOR THE DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT TO BE SUBMITTED TO: Quoting the reference number, must be forwarded to Mrs S Hlekiso, Private Bag x02, Bloemfontein 9300 or delivered by hand to Mrs S Hlekiso in Room 203, 2ND Floor, ABSA Building, c/o Elizabeth and Aliwal Streets Bloemfontein.

DEPARTMENT OF SPORT, ARTS, CULTURE & RECREATION

HEAD OF DEPARTMENT: DEPARTMENT OF SPORT, ARTS, CULTURE & RECREATION

REFERENCE NO: HOD SACR

COMMENCEMENT SALARY: R1 339 518,00 all inclusive remuneration package per annum PLUS a 10% non-pensionable Head of Department allowance. The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and a flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance. These appointments are subject to the signing of an employment contract, not exceeding a term of five years, a security clearance and an annual performance agreement. The successful candidate will be required to disclose his/her financial interests in accordance with the prescribed regulations.

CENTRE: BLOEMFONTEIN

REQUIREMENTS: The candidate must be in possession of an appropriate recognized Bachelor's Degree (or equivalent qualification) as well as extensive managerial experience at a senior management level. The candidate must have: knowledge, skills, training and competencies in the principles of Corporate Governance; dynamic professional leadership abilities, as well as strategic, financial and people management skills; the ability to initiate and support organizational transformation and change, explore and implement new ways of delivering services that contribute to the promotion of the area of responsibility of the particular department in the province; the highest standard of ethical and moral conduct; and a thorough understanding of the issues relating to the area of responsibility of the particular department within the Free State Province and South Africa.

RECOMMENDATION: A post graduate qualification in any of the areas of responsibility of the particular department and/or management will be a recommendation.

KEY RESPONSIBILITIES: To perform all the functions and the responsibilities attached to the post as Head of the Department in terms of the Public Service Act and the Regulations issued in terms thereof, which inter alia include the efficient management and administration of the Department, the effective utilization and training of staff, the maintenance of discipline, the promotion of sound labour relations and the proper use and care of state property, including the rendering of efficient and effective management systems to the Department which include resource management, financial management, information management and pro-active communication systems, as well as such functions, which may be prescribed. To function as Accounting Officer of the Department in terms of the Public Finance Management Act and the Treasury Regulations. Any other responsibility required by law. This candidate will also be responsible to: Assist with the development of appropriate policies relevant to the particular department and advise the MEC in this regard. Ensure the effective implementation of Government Policies in the relevant areas of responsibility of the department mentioned and the Public Service as well as Provincial and National legislation relevant to the Portfolio. Provide the MEC with sufficient information and advice to enable him/her to make sound and informed decisions in terms of his/her portfolio. Although the candidate is based in Bloemfontein, the post may require extensive traveling, both domestically and internationally. To develop and implement a Strategic and Annual Performance Plan for the department in support of the implementation of the priorities and objectives of the particular department. Such other responsibilities as may be directed.

DIRECTIONS TO APPLICANTS: Applications must be submitted on the prescribed Z83 form, obtainable from any public service Department. All applications must be accompanied by a comprehensive CV, certified copies of all educational qualifications and supporting documents such as an identity document, drivers' licence etc. Applications must be submitted on or before the closing date. Faxed or e-mailed applications will not be considered. Applications must be submitted to the address mentioned in the advertisement. All shortlisted candidates will be subjected to a personnel suitability check.

ENQUIRIES: Mr AJ Venter, Telephone: (051) 405 4926

APPLICATIONS: Mr AJ Venter, Head: Corporate Administration, Department of the Premier, Attention: Ms J Kleynhans, PO Box 517, Bloemfontein, 9300, Room 403, Lebohang Bldg., St Andrew Street, Bloemfontein, 9301

The Free State Provincial Government is an equal opportunity, affirmative action employer and it is committed to the achievement and maintenance of diversity and equity employment.

**CLOSING DATE IN ALL DEPARTMENTS: 24 JUNE 2011
CLOSING DATE FOR DEPARTMENT OF SPORTS, ARTS,
CULTURE & RECREATION: 27 JUNE 2011**



FREE STATE PROVINCE

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